



# WINNEBAGO COUNTY

— ILLINOIS —

## AGENDA

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

**Thursday, August 8, 2024**  
**6:00 p.m.**

1. **Call to Order** ..... Chairman Joseph Chiarelli
2. **Invocation and Pledge of Allegiance**.....Angela Fellars
3. **Agenda Announcements**..... Chairman Joseph Chiarelli
4. **Roll Call**.....Clerk Lori Gummow
5. **Awards, Presentations, Public Hearings and Public Participation**
  - A. Awards – None
  - B. Presentations – None
  - C. Public Hearings – None
  - D. Public Participation – Janice Mathis, Faith and Blue National Event on October 12, 2024 honoring Clergy and Police, Pro  
Lori Flemming, Faith and Blue National Event, Pro  
Stephanie Hicks, Upcoming clinic (Pet) in coordination with Animal Services, Pro
6. **Approval of Minutes**..... Chairman Joseph Chiarelli
  - A. Approval of June 27, 2024 minutes
  - B. Layover of July 25, 2024 minutes
7. **Consent Agenda**..... Chairman Joseph Chiarelli
  - A. Raffle Report
  - B. Auditor’s Report
8. **Appointments (Per County Board rules, Board Chairman appointments shall lay over until the second board meeting after they are first introduced)**
9. **Reports of Standing Committees**.....Chairman Joseph Chiarelli
  - A. Finance Committee.....**John Butitta, Committee Chairman**
    1. Committee Report

- B. Zoning Committee ..... **Jim Webster, Committee Chairman**  
 Planning and/or Zoning Requests:
  - 1. Committee Report
  
- C. Economic Development Committee ..... **John Sweeney, Committee Chairman**
  - 1. Committee Report
  - 2. Resolution Granting Authority to the Winnebago County Board Chairman to Execute the Documents Necessary to Complete a Loan for \$75,000 from the Revolving Loan Fund to PrintJet Corporation
  
- D. Operations and Administrative Committee ..... **Keith McDonald, Committee Chairman**
  - 1. Committee Report
  - 2. Resolution Submitting to the Electors by Referendum the Question of Imposing a One-Half (½) Percent Special County Retailers’ Occupation Tax (Sales Tax) for Mental Health Purposes for a Period not to Exceed Five (5) Years, Effective July 1, 2026, for the County of Winnebago, Illinois
  
- E. Public Works Committee..... **Dave Tassoni, Committee Chairman**
  - 1. Committee Report
  
- F. Public Safety and Judiciary Committee.....**Brad Lindmark, Committee Chairman**
  - 1. Committee Report
  
- G. Legislative and Lobbying Committee.....**Jaime Salgado, Committee Chairman**
  - 1. Committee Report
  - 2. Resolution Authorizing the Winnebago County Board Chairman to Execute a Professional Services Agreement by and Between The Ferguson Group (“TFG”) and the County of Winnebago for Grant Writing Services

**10. Unfinished Business .....Chairman Joseph Chiarelli**

**Finance Committee**

- A. Ordinance for a Budget Amendment for Winnebago County Health Department Laid Over from July 25, 2024 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. Adjournment .....Chairman Joseph Chiarelli**

**Next Meeting: Thursday, August 22, 2024**

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

# **Approval of Minutes**

**REGULAR ADJOURNED MEETING  
WINNEBAGO COUNTY BOARD  
JUNE 27, 2024**

1. Chairman Pro Tem Arena Called to Order the Regular Adjourned Meeting of the Winnebago County Board for Thursday, June 27, 2024 at 6:00 p.m.
2. Board Member Butitta gave the invocation and led the Pledge of Allegiance.
3. Agenda Announcements: None
4. Roll Call: 17 Present. 3 Absent. (Board Members Arena, Butitta, Booker, Crosby, Fellars, Goral, Hanserd, Hoffman, Lindmark, McDonald, Nabors, Penney, Salgado, Sweeney, Tassoni, Thompson and Webster. (Board Members Guevara, McCarthy, and Scrol were absent.)

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

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

**APPROVAL OF MINUTES**

6. Chairman Pro Tem Arena entertained a motion to approve the Minutes. Board Member Thompson made a motion to approve County Board Minutes of May 23, 2024 and layover County Board Minutes of June 13, 2024, seconded by Board Member Nabors. Motion was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.)

**CONSENT AGENDA**

7. Chairman Pro Tem Arena entertained a motion to approve the Consent Agenda for June 27, 2024. Board Member Crosby made a motion to approve the Consent Agenda which includes the Raffle Report and Auditor's Report, seconded by Board Member Sweeney. Motion was approved by a voice vote. (Board Members Guevara, McCarthy, and Scrol 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. Hulse Cemetery of Pecatonica Association, Annual Compensation: None**

1. Maggie Lannon (New Appointment), Chicago, Illinois, to serve 6-year term expiring May 2030

**REPORTS FROM STANDING COMMITTEES**

**FINANCE COMMITTEE**

9. Board Member Butitta read in for the first reading of an Ordinance for Approval of Budget Amendment for Circuit Court Mid-Year Adjustments to be Laid Over. Board Member Butitta made a motion to suspend the rules, seconded by Board Member Sweeney. Motion to suspend was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.) Board Member Butitta made a motion to approve the Ordinance, seconded by Board member Webster. Motion was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.)
10. Board Member Butitta made a motion to approve a Resolution Authorizing Settlement of a Claim against the County of Winnebago Entitled Gina Tarara versus Winnebago County, seconded by Board Member Thompson. Motion was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.)

**ZONING COMMITTEE**

11. Board Member Webster read in for the first reading of TA-01-24 An Ordinance Amending Unified Development Ordinance (UDO) Regarding Commercial Wind Power Generating Facilities/wind Farms (aka Commercial Wind Energy Facilities) and Solar Farms (aka Commercial Solar Energy Facilities), County-wide, to be laid-over.
12. Board Member Webster read in for the first reading of SU-04-24 A Special Use Permit (an Amendment to Enable Sales of Pre-Packaged Alcohol) for an Agri-Business that Allows U-Pick Operations (i.e. an Apple Orchard and Raspberry/Pumpkin Patches), a Cider Mill and Petting Zoo, Inclusive of Traditional Accessory Uses (i.e. Gift/Snack Shop, Parking, Etc.) in the AG, Agricultural Priority District for the property that is commonly known as 8218 Cemetery Road, Winnebago, IL 61088 in Burritt Township, District 1, to be laid over.
13. Board Member Webster read in for the first reading of Z-03-24 A Map Amendment to Rezone 5.02+- Acres from the AG, Agricultural Priority District to the IH, Heavy Industrial District for the Property that is commonly known as 16222 3<sup>rd</sup> Street, Seward, IL 61077 in Seward Township, District 1, to be laid-over. Board Member made Booker made a motion to suspend the rules, seconded by Board Member Penney. Motion to suspend was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.) Board Member Webster made a motion to approve the Map Amendment, seconded by Board

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

### **ECONOMIC DEVELOPMENT COMMITTEE**

14. No Report.

### **OPERATIONS & ADMINISTRATIVE COMMITTEE**

15. Board Member McDonald made a motion to approve a Resolution Awarding Lower-Level Roof Replacement at Juvenile Center Using CIP PSST Funds, seconded by Board Member Lindmark. Motion was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.)
16. Board Member McDonald made a motion to approve a Resolution Awarding Renewal for Onsite Wellness Clinic Services, seconded by Board Member Hanserd. Motion was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.)
17. Board Member McDonald read in for the first reading of an Ordinance Amending Section 2-88 (Appointments to Commissions, Boards, Authorities, or Special Districts) of the Winnebago County Code relating to the Rules of Procedure of the County Board of the County of Winnebago, Illinois to be Laid Over. Board Member McDonald made a motion to suspend the rules, seconded by Board Member Lindmark. Motion to suspend was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.) Board Member McDonald made a motion to approve the Ordinance, seconded by Board Member Thompson. Discussion by Chairman Pro Tem Arena and Board Members McDonald, Nabors, and Fellars. Motion was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.)

### **PUBLIC WORKS COMMITTEE**

18. Board Member Tassoni moved to send Agenda Items 3. and 6. (as listed below) back to committee, seconded by Board Member Crosby. Discussion by Board Members Salgado and Tassoni. Motion was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.)
  3. (24-025) Resolution Authorizing the Obligation Retirement of Bond Payments from MFT Funds (Section 14-00563-00-GB)
  6. (24-028) Resolution for Award of Bid of the Second 2024 General Letting
19. Board Member Tassoni made a motion to approve (24-024) Resolution Authorizing an Engineering Services Agreement with Willett Hofmann & Associates, Inc. to Provide Structural Engineering Services for the Meridian Road Bridge Over the Pecatonica River and for Appropriation of Motor Fuel Tax Funds (Section 16-00626-00-BR), seconded by Board Member Webster. Discussion by Chairman Pro Tem Arena and Board members Tassoni and Webster.

Motion was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.)

20. Board Member Tassoni made a motion to approve (24-026) Resolution Authorizing a Professional Engineering Services Agreement with Willett Hofmann & Associates to Provide Plans and Specifications for the Elevated Water Storage Tank Improvements at the Winnebago County Water District (Section 24-00730-00-MS), seconded by Board Member Webster. Motion was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.)
21. Board Member Tassoni made a motion to approve (24-027) Resolution Authorizing an Intergovernmental Cooperation Agreement for Railway-Highway Grade Crossing Improvements on Roscoe Road, seconded by Board Member Lindmark. Motion was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.)
23. Board Member Tassoni made a motion to approve (24-029) Resolution Authorizing the Award of Bid for Perryville Path Resurfacing from Harlem Road to Hart Road, seconded by Board Member Penney. Discussion by Chairman Pro Tem Arena and County Engineer Molina. Motion was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.)

#### **PUBLIC SAFETY AND JUDICIARY COMMITTEE**

24. Board Member Lindmark made a motion to approve a Resolution Authorizing the Chairman of the County Board to Execute an Intergovernmental Agreement with the Rockton Fire Protection District for Fire and EMS Dispatch Services, seconded by Board Member Webster. Motion was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.)
25. Board Member Lindmark made a motion to approve a Resolution Authorizing the Chairman of the County Board to Execute an Agreement with the Village of Machesney Park for Police Services, seconded by Board Member Booker. Motion was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.)

#### **LEGISLATIVE AND LOBBYING COMMITTEE**

26. Board Member Salgado gave an update regarding congressionally directed spending projects. Discussion by Engineer Molina, Chairman Pro Tem Arena, and Board Member Sweeney.

#### **UNFINISHED BUSINESS**

27. Board Member Penney made a motion to approve the Appointments A. thru C. (as listed below), seconded by Board Member Goral. Motion was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.)

**Appointments read in on May 23, 2024**



**A. Seward Sanitary District, Annual Compensation: None**

1. Kelsey Heslop (Reappointment), Pecatonica, Illinois, to serve a 3-year term expiring May 2027

**B. Zoning Board of Appeals, Annual Compensation: \$100 per meeting**

1. Ernest Fuhr (Reappointment), Rockford, Illinois, to serve a 5-year term expiring May 2029

**C. Win-Bur-Sew Fire Protection District, Annual Compensation: Not to exceed \$1,500 per year, plus 50% if ambulance service**

1. Guy Cunningham (Reappointment), Winnebago, Illinois, to serve a 3-year term expiring May 2027

**Finance Committee**

A. Board Member Butitta made a motion to approve an Ordinance for a Budget Amendment for State's Attorney VOCA Grant Renewal Laid Over from June 13, 2024 Meeting, seconded by Board Member Goral. Motion was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.)

B. Board Member Butitta made a motion to approve an Ordinance for a Budget Amendment for Bond Paying Agent Fees Laid Over from June 13, 2024 Meeting, seconded by Board Member Hoffman. Motion was approved by a unanimous vote of all members present. (Board Members Guevara, McCarthy, and Scrol were absent.)

**NEW BUSINESS**

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

**ANNOUNCEMENTS & COMMUNICATION**

29. County Clerk Gummow submitted the Items Listed Below as Correspondence which were "Placed on File" by Chairman Pro Tem Arena:

A. County Clerk Gummow submitted from the United States Nuclear Regulatory Commission the following:

- a. Federal Register/Vol. 89, No. 133/Tuesday, June 11, 2024/Notices
- b. Applications and Amendments to Facility Operating Licenses and Combined Licenses Involving No Significant Hazards Considerations.

County Administrator Thompson announced the next Board Meeting is scheduled for July 25, 2024.

**ADJOURNMENT**

30. Chairman Pro Tem Arena 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 Guevara, McCarthy, and Scrol were absent.) The meeting was adjourned at 6:30 p.m.

Respectfully submitted,



Lori Gummow

County Clerk

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**REGULAR ADJOURNED MEETING  
WINNEBAGO COUNTY BOARD  
JULY 25, 2024**

1. Chairman Chiarelli Called to Order the Regular Adjourned Meeting of the Winnebago County Board for Thursday, July 25, 2024 at 6:00 p.m.
2. Board Member Crosby gave the invocation and led the Pledge of Allegiance.
3. Agenda Announcements: None
4. Roll Call: 17 Present. 3 Absent. (Board Members Butitta, Booker, Crosby, Fellars, Goral, Guevara, Hanserd, Lindmark, McCarthy, McDonald, Nabors, Salgado, Scrol, Sweeney, Tassoni, Thompson and Webster. (Board Members Arena, Hoffman, and Penney were absent.)

Chairman Chiarelli entertained a motion to allow remote access. Board Member Guevara made a motion to allow remote access for Board Member Arena, seconded by Board Member Thompson. Motion was approved by a unanimous vote of all members present. (Board Members Arena, Hoffman, and Penney were absent.)

Board Member Arena joined remotely at 6:03 p.m.

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

5. Awards - None

Presentations- Julia Scott-Valdez from the Four Rivers Sanitation District, gave a presentation on information regarding their change to monthly billing. Discussion by Board Members McDonald and Butitta.

Public Hearings - None

Public Participation – John Tac Brantley, Community concern, Pro

**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 June 13, 2024 and layover County Board Minutes of June 27, 2024, seconded by Board Member McCarthy. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)

**CONSENT AGENDA**

7. Chairman Chiarelli entertained a motion to approve the Consent Agenda for July 25, 2024. Board Member Webster made a motion to approve the Consent Agenda which includes the Raffle Report and Auditor's Report, seconded by Board Member Guevara. Motion was approved by a voice vote. (Board Members Hoffman and Penney were absent.)

### APPOINTMENTS

8. **Appointments (Per County Board rules, Board Chairman Appointments shall lay over until the second board meeting after they are first introduced)**

**A. Washington Park Street Light District, Annual Compensation: \$300**

1. Holden Webb (New Appointment), Machesney Park, Illinois, to serve the remainder of a 3-year term expiring April 2027

**B. Pecatonica Cemetery Association, Annual Compensation: None**

1. Paul Seaton (Reappointment), Pecatonica, Illinois, to serve a 6-year term expiring June 2030

**C. Winnebago County Community Mental Health Board, Annual Compensation: None**

1. Jason Andrews (New Appointment), Rockford, Illinois, to serve a 4-year term expiring January 2028

### REPORTS FROM STANDING COMMITTEES

#### FINANCE COMMITTEE

9. Board Member Butitta made a motion to approve a Resolution Authorizing an Increase in the Salary of the Winnebago County Public Defender, seconded by Board Member Crosby. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)
10. Board Member Butitta read in for the first reading of an Ordinance for a Budget Amendment for Winnebago County Health Department to be Laid Over.
11. Board Member Butitta made a motion to approve a Resolution Authorizing the County Board Chairman to Execute a Release of Lien, seconded by Board Member Lindmark. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)
12. Board Member Butitta made a motion to approve a Resolution Authorizing the County of Winnebago, Illinois's Participation in the Kroger Opioid Settlement, seconded by Board Member Guevara. Discussion by Chief of the Civil Bureau Vaughn. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)

### **ZONING COMMITTEE**

13. None

### **ECONOMIC DEVELOPMENT COMMITTEE**

14. Board Member Sweeney made a motion to approve a Resolution Authorizing Execution of an Acknowledgement and Confirmation of Assignment and Assumption of Redevelopment Agreement by and Between the County of Winnebago, Illinois and Federal Express Corporation (FedEx), seconded by Board Member Guevara. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)
15. Board Member Sweeney made a motion to approve a Resolution Granting Authority to the Winnebago County Board Chairman to Execute Documents Necessary to Complete Loan for \$100,000 from the Revolving Loan Fund to PMI Aerospace Inc., seconded by Board Member McCarthy. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.) Board Member Sweeney announced the next Economic Development Committee will meet this upcoming Monday at 5:30.

### **OPERATIONS & ADMINISTRATIVE COMMITTEE**

16. Board Member McDonald made a motion to approve a Resolution to Appoint Precinct Election Judges, seconded by Board Member Guevara. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)
17. Board Member McDonald made a motion approve a Resolution Authorizing the Execution of an Industrial Building Lease by and between the County of Winnebago, Illinois and JMD Real Estate Holdings, LLC for the Property located at 516 Green Street, Rockford Illinois Lindmark. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)
18. Board Member McDonald made a motion to approve a Resolution Awarding Roof Replacement at Adult Probation Using CIP 23 PSST Funds, seconded Booker. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)

Administrator Thompson gave an update on Animal Services after receiving their certificate of occupancy.

### **PUBLIC WORKS COMMITTEE**

19. Board Member Tassoni made a motion to approve (24-025) Resolution Authorizing the Obligation Retirement of Bond Payments from MFT Funds, seconded by Board Member Webster. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)

20. Board Member Tassoni made a motion to approve (24-028) Resolution for Award of Bid of the Second 2024 County General Letting, seconded by Board Member Lindmark. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)
21. Board Member Tassoni made a motion to approve (24-030) Resolution for Award of Bid for Perryville Road Joints Sealing and Repair from Guilford Road to Riverside Boulevard, seconded by Board Member Thompson. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)
22. Board Member Tassoni made a motion to approve (24-031) Resolution to Reject Bids for the Latham Road Box Culvert Replacement, seconded by Board Member Guevara. Discussion by Board Member Tassoni. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)
23. Board Member Tassoni made a motion to approve (24-032) Resolution Authorizing the Purchase of a Salt Brine Maker for Winter Operations, seconded by Board Member McDonald. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)
24. Board Member Tassoni made a motion to approve (24-033) Resolution Authorizing the Execution of a Joint Funding Agreement for State Participation for Materials Letting and for Appropriation of MFT Funds for the E. Riverside Boulevard Project (Section 23-00624-02-TL), seconded by Board Member Guevara. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)

#### **PUBLIC SAFETY AND JUDICIARY COMMITTEE**

25. Board Member Lindmark made a motion to approve a Resolution Authorizing the Winnebago County Board Chairman to Execute the First Amendment to Tower Site License Agreement, seconded by Board Member McDonald. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)
26. Board Member Lindmark made a motion to approve a Resolution Accepting Award and Authorizing the Winnebago County Board Chairman to Execute FY24 Law Enforcement Camera Grant – Fall Agreement, seconded by Board Member Booker. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)

#### **LEGISLATIVE AND LOBBYING COMMITTEE**

27. No Report.

#### **UNFINISHED BUSINESS**

28. **Appointments read in on June 27, 2024 – to be voted on July 25, 2024**

**A. Hulse Cemetery of Pecatonica Association, Annual Compensation: None**

Board Member Guevara made a motion to approve the Appointment (as listed below), seconded by Board Member Crosby. Discussion by Board Member Thompson. Motion was approved by a voice vote. (Board Member Thompson voted no.) (Board Members Hoffman and Penney were absent.)

1. Maggie Lannon (New Appointment), Chicago, Illinois, to serve 6-year term expiring May 2030

**Appointments read in on June 13, 2024 – to be voted on July 25, 2024**

**A. Rockford Corridor Improvement, Inc. Annual Compensation: None**

Board Member Hanserd made a motion to approve the Reappointments (as listed below), seconded by Board Member Guevara. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)

1. Pastor Maurice A. West (Reappointment), Rockford, Illinois, to serve 3-year term expiring November 2026
2. LoRayne Logan (Reappointment), Rockford, Illinois, to serve 3-year term expiring November 2026

Board Member Guevara made a motion approve the Appointments (as listed below), seconded by Board Member Booker. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)

**B. Howard Union Cemetery Association, Annual Compensation: None**

1. George Fagerstrom (Reappointment), Pecatonica, Illinois, to serve 6-year term expiring June 2030
2. Kris Smith (New Appointment), Davis, Illinois, to serve 6-year term expiring June 2030

**ZONING COMMITTEE**

- A. Board Member Webster made a motion to approve of TA-01-24 An Ordinance Amending Unified Development Ordinance (UDO) Regarding Commercial Wind Power Generating Facilities/Wind Farms (aka Commercial Wind Energy Facilities) and Solar Farms (aka Commercial Solar Energy Facilities), County-wide (with amendments), seconded by Board Member Guevara. Discussion by Chief of the Civil Bureau Vaughn and Board Members Webster, Scrol, Arena, and Goral. Motion was approved by a roll call vote of 13 yes and 5 no votes. (Board Members Crosby, Fellars, Goral, Hanserd, and Scrol voted no.) (Board Members Hoffman and Penney were absent.)
- B. Board Member Webster made a motion to approve SU-04-24 A Special Use Permit (an Amendment to Enable Sales of Pre-Packaged Alcohol) for an Agri-Business that Allows U-Pick Operations (i.e. an Apple Orchard and Raspberry/Pumpkin Patches), a Cider Mill and Petting Zoo, Inclusive of Traditional Accessory Uses (i.e. Gift/Snack Shop, Parking,

Etc.) in the AG, Agricultural Priority District for the property that is commonly known as 8218 Cemetery Road, Winnebago, IL 61088 in Burritt Township, District 1 (with conditions), seconded by Board Member Goral. Discussion by Board Member Webster. Motion was approved by a unanimous vote of all members present. (Board Members Hoffman and Penney were absent.)

### NEW BUSINESS

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

Board Member Webster spoke of a code that passed pertaining to solar and wind.

### ANNOUNCEMENTS & COMMUNICATION

30. 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, Units 1 and 2 – Confirmation of Initial License Examination
  - b. Byron Station, unit No. 2 – Authorization and Safety Evaluation for Alternative Request No. I4R-24 (EPID L-2023-LLR-0050)
  - c. Federal Register/Vol. 89, No. 127/Tuesday, July 2, 2024/Notices
  - d. Federal Register/Vol. 89, No. 131/Tuesday, July 9, 2024/Notices
- B. County Clerk Gummow submitted from Charter Communications a Quarterly Franchise Fee Payment for the Village of Rockton.
- C. County Clerk Gummow submitted from Theresa Grennan, Chief Deputy Winnebago County Treasurer the following:
  - a. Collateralization Report – May 31, 2024
  - b. Investment Report - as of June 1, 2024
  - c. Winnebago County Treasurer Bank Balances –May, 2024
- D. County Clerk Gummow submitted a Monthly Report from the Winnebago County Clerk’s Office for June, 2024.

Board Member McDonald spoke of the Rhythm of the Heart Festival this Saturday in Loves Park.

Board Member Sweeney appreciates Board Member Lindmark, Mayor McNamara, and Rockford Police Chief Carla Redd regarding ATV issues.



ADJOURNMENT

31. Chairman Chiarelli entertained a motion to adjourn. County Board Member Guevara moved to adjourn the meeting, seconded by Board Member Webster. Motion was approved by a voice vote. (Board Members Hoffman and Penney were absent.) The meeting was adjourned at 6:47 p.m.

Respectfully submitted,



Lori Gummow

County Clerk

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# **CONSENT AGENDA**

## RAFFLE APPLICATION REPORT

Presently the County Clerk's office has Raffle Applications submitted by  
**(enter the # of orgs.)** different organization for **(enter the # of raffles )** 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
31139	1	Master Builders Masonic Lodge #33	8/17/2024	\$300.00
31140	1	Patriots Gateway Community Center	8/10/2024	\$500.00
31141	1	Rockford Dance Company	9/17/2024	\$4,999.00
31142	1	Crusader Community Health	10/11/2024	\$4,999.00
31144	1	Christmas For Kids Inc.	10/01/24-12/07/24	\$1,690.00
31145	1	Winnebago County 4-H & Extension Foundation	10/1/2024	\$150.00
31146	1	Nikolas Ritschel Foundation	10/12/2024	\$2,000.00

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
31143	1	Vets Roll Inc	08/16/24-08/01/25	\$10,000.00

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This concludes my report,

Deputy Clerk Daisy Carrillo

LORI GUMMOW  
Winnebago County Clerk

Date 8-Aug-24

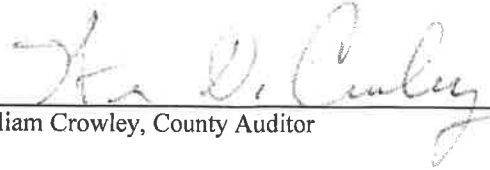
RESOLUTION

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	\$	439,009
101	PUBLIC SAFETY TAX	\$	165,828
103	DOCUMENT STORAGE FUND	\$	32,393
105	VITAL RECORDS FEE FUND	\$	39
106	RECORDERS DOCUMENT FEE FUND	\$	54
107	COURT AUTOMATION FUND	\$	276,360
114	911 OPERATIONS FUND	\$	12,659
115	PROBATION SERVICE FUND	\$	177
116	HOST FEE FUND	\$	11,810
118	NEUTRAL SITE CUSTODY EXCHANGE	\$	56,668
126	LAW LIBRARY	\$	195
129	COUNTY AUTOMATION FUND	\$	4,522
131	DETENTION HOME	\$	18,906
141	WINGIS GEOR INFO SYSTEM (CO SHARE)	\$	31,577
145	FORECLOSURE MEDIATION FUND	\$	85
155	MEMORIAL HALL	\$	15,023
161	COUNTY HIGHWAY	\$	265,989
162	COUNTY BRIDGE FUND	\$	8,640
163	FEDERAL AID MATCHING FUND	\$	9,212
164	MOTOR FUEL TAX FUND	\$	118,150
165	TOWNSHIP HIGHWAY FUND	\$	561,257
181	VETERANS ASSISTANCE FUND	\$	17,676
185	HEALTH INSURANCE	\$	157,135
194	TORT JUDGMENT & LIABILITY	\$	214,075
196	MENTAL HEALTH TAX FUND	\$	56,453
301	HEALTH GRANTS	\$	55,728
302	SHERIFF'S DEPT GRANTS	\$	198,604
309	CIRCUIT COURT GRANT FUND	\$	14,434
313	AMERICA RESCUE PLAN	\$	82,283
314	CJCC GRANTS FUND	\$	14,799
401	RIVER BLUFF NURSING HOME	\$	202,339
410	ANIMAL SERVICES	\$	33,287
420	555 N COURT OPERATIONS FUND	\$	27,382
430	WATER FUND	\$	7,271
501	INTERNAL SERVICES	\$	10,842
743	CAPITAL PROJECTS FUND	\$	51,146
	TOTAL THIS REPORT	\$	<u>3,172,007</u>

The adoption of this report is hereby recommended:

  
\_\_\_\_\_  
William Crowley, County Auditor

ADOPTED: This 8th day of August 2024 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

# **Reports of Standing Committees**



**ECONOMIC  
DEVELOPMENT  
COMMITTEE**



# Resolution Executive Summary

**Committee Date:** Monday, July 29, 2024

**Committee:** Economic Development

**Prepared By:** Jas Bilich & Chris Dornbush

**Document Title:** Resolution Granting Authority To The Winnebago County Board Chairman To Execute The Documents Necessary To Complete A Loan For \$75,000 From The Revolving Loan Fund To PrintJet Corporation.

**County Code:** 5 ILCS 220/1 et seq., IGA 2014-CR-122 (original) & IGA Update 2016-CR-013

**Board Meeting Date:** Thursday, August 8, 2024

## **Budget Information:**

<b>Was item budgeted?</b> Yes	<b>Appropriation Amount:</b> \$75,000
<b>If not, explain funding source:</b>	
<b>ORG - OBJ - Project Code:</b> Fund available in fund #0307 (Revolving Loan Fund)	<b>Budget Impact:</b> None - Budgeted

## **Background Information:**

PrintJet Corporation (“PrintJet”) is a manufacturer and distributor of printing equipment and supplies used in the industrial ink coating industry. PrintJet Corporation is located at 7816 Burden Road, Machesney Park, IL 61115 and are requesting \$75,000 at 8% interest rate for 5 years from the Winnebago County Revolving Loan Fund to assist in replenishing cash reserves and be utilized as working capital. PrintJet has been in business since 1998 and since has been a 2 time lender of RLDC SBA 504 loans with excellent repayment record, including repayment on the current loan. Both loans were to fund the expansion to a larger 2<sup>nd</sup> facility and subsequent third and current facility. This loan will assist in the retention of the 21 FTE (full time equivalent) employees. Payments for deferred taxes drained PrintJet’s cash reserves and the loan will infuse the business with cash to allow for smooth operations and to buffer against emergencies or economic downturns.

## **Recommendation:**

Administration supports the recommendation as proposed with the terms stated by RLDC for the loan.

## **Contract/Agreement:**

NA

## **Legal Review:**

Yes

## **Follow-Up:**

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

## **County Board Office**

404 Elm Street, Rm 533, Rockford, IL 61101 | [www.wincoil.gov](http://www.wincoil.gov)  
Phone: (815) 319 - 4225 | E-mail: [boardoffice@admin.wincoil.gov](mailto:boardoffice@admin.wincoil.gov)

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

**SUBMITTED BY: ECONOMIC DEVELOPMENT COMMITTEE**

**2024 CR \_\_\_\_\_**

---

**RESOLUTION GRANTING AUTHORITY TO THE WINNEBAGO COUNTY  
BOARD CHAIRMAN TO EXECUTE THE DOCUMENTS NECESSARY TO  
COMPLETE A LOAN FOR \$75,000 FROM THE REVOLVING LOAN FUND  
TO PRINTJET CORPORATION**

---

**WHEREAS**, Pedro Sotelo has nearly forty (40) years of industry experience in manufacturing and distributing of printer equipment; and

**WHEREAS**, Mr. Sotelo and his wife Susan Sotelo, each with fifty percent (50%) ownership interest, formed PrintJet Corporation (“PrintJet”) in 1998, which is currently located at 7816 Burden Road, Machesney Park, Illinois, 61115; and

**WHEREAS**, PrintJet is a manufacturer and distributor of printing equipment and supplies used in the industrial ink coating industry and it maintains patents on scores of inks designed by chemists on staff; and

**WHEREAS**, PrintJet has a sales office in Peru and nearly twenty (20) foreign distributors and six (6) domestic distributors; and

**WHEREAS**, PrintJet is requesting seventy-five thousand dollars (\$75,000.00) from the County’s Revolving Loan Fund for replenishing cash reserves and utilize as working capital to buffer against emergencies or economic downturns; and

**WHEREAS**, it is expected that this loan will assist in the maintaining of the existing twenty-one (21) full-time equivalent employees over the next two (2) years; and

**WHEREAS**, PrintJet has an excellent repayment record with Rockford Local Development Corporation (RLDC), specifically two (2) Small Business Administration (SBA) 504 loans which helped finance three (3) facilities, including their current sixteen thousand five hundred (16,500) square foot building; and

**WHEREAS**, PrintJet has shown an exemplary loan repayment record with RLDC, and they are seeking a loan to assist with cash reserves and working capital, as recommended by the staff of RLDC, seventy-five thousand dollars (\$75,000.00), amortized at eight percent (8%) for five (5) years from the County of Winnebago's Revolving Loan Fund to PrintJet, secured by a subordinated lien on all business assets, as well as personal guarantees by Pedro Sotelo and Susan Sotelo (co-borrowers of the Note).

**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 loan documents prepared by Rockford Local Development Corporation (RLDC) and approved by the Winnebago County State's Attorney's Office for the loan of seventy-five thousand dollars (\$75,000.00), amortized at eight percent (8%) for five (5) years from the County of Winnebago's Revolving Loan Fund to PrintJet Corporation (PrintJet), secured by a subordinated lien on all business assets, as well as personal guarantees by Pedro Sotelo and Susan Sotelo (co-borrower of the Note).

**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 Chief Operations Officer, County Finance Director, County Administrator, and the County Auditor.

Respectfully submitted,  
**Economic Development Committee**

**AGREE**

**DISAGREE**

---

JOHN SWEENEY, CHAIRMAN

---

JOHN SWEENEY, CHAIRMAN

---

TIM NABORS, VICE CHAIR

---

TIM NABORS, VICE CHAIR

---

JEAN CROSBY

---

JEAN CROSBY

---

ANGELA FELLARS

---

ANGELA FELLARS

---

VALERIE HANSERD

---

VALERIE HANSERD

---

BRAD LINDMARK

---

BRAD LINDMARK

---

JOHN PENNEY

---

JOHN PENNEY

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2024.

ATTESTED BY:

---

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

---

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

**Revolving Loan Fund**

**Loan Summary for:**

PrintJet Corporation

<b>Applicant:</b> PrintJet Corporation	<b>P.I.N.:</b> 08-17-476-004
<b>Location Address:</b> 7816 Burden Road Machesney Park, IL 61115	<b>Principal / Officer (%):</b> Pedro Sotelo, Officer (50%) Susan Sotelo, Officer (50%)
<b>Jurisdiction:</b> Machesney Park	<b>Website:</b> <a href="https://printjet.net/about">https://printjet.net/about</a>
<b>Type of Business:</b> <input type="checkbox"/> New (Start-up)	<b>County Board District #:</b> 6
<b>Industry:</b> Industrial Ink Coating	<b>County Board Member:</b> Keith McDonald
	<input checked="" type="checkbox"/> Expansion (Existing)

<b>Requested County Revolving Loan Fund:</b>					<b>Employees: Current Projected</b>																																														
<table border="1"> <thead> <tr> <th colspan="2">Investment(s)</th> <th colspan="3">Percentage</th> </tr> </thead> <tbody> <tr> <td><b>County:</b></td> <td>\$ 75,000.00</td> <td>8.00%</td> <td>interest</td> <td>75.00%</td> <td rowspan="2"><b>Full-Time Equivalent (FTE):</b></td> <td rowspan="2">21</td> <td rowspan="2">21</td> </tr> <tr> <td></td> <td></td> <td>5 years</td> <td></td> <td></td> </tr> <tr> <td><b>Owner's:</b></td> <td>\$ -</td> <td></td> <td></td> <td>0.00%</td> <td rowspan="3"><b>Part Time:</b></td> <td rowspan="3">0</td> <td rowspan="3"><i>Within the first 2 years of business operating, from the opening.</i></td> </tr> <tr> <td><b>RLDC</b></td> <td>\$ 25,000.00</td> <td></td> <td></td> <td>25.00%</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>0.00%</td> </tr> <tr> <td><b>Total Financing of Project:</b></td> <td><b>\$ 100,000.00</b></td> <td></td> <td></td> <td><b>100.00%</b></td> <td><b>Total:</b></td> <td>0</td> <td></td> </tr> </tbody> </table>					Investment(s)		Percentage			<b>County:</b>	\$ 75,000.00	8.00%	interest	75.00%	<b>Full-Time Equivalent (FTE):</b>	21	21			5 years			<b>Owner's:</b>	\$ -			0.00%	<b>Part Time:</b>	0	<i>Within the first 2 years of business operating, from the opening.</i>	<b>RLDC</b>	\$ 25,000.00			25.00%					0.00%	<b>Total Financing of Project:</b>	<b>\$ 100,000.00</b>			<b>100.00%</b>	<b>Total:</b>	0				
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\*\*\*Cost of County funds per projected job created: \$3,571

**Uses of Loan Proceeds:**

- To replenish cash reserves and be utilized as working capital. To buffer against emergencies and economic downturns.

## Revolving Loan Fund

### Loan Summary for:

PrintJet Corporation

#### **Description of Business & Project:**

PrintJet Corporation is a manufacturer and distributor of printing equipment and supplies used in the industrial ink coating industry. Owned by Pedro Sotelo and his wife, Susan Sotelo. Prior to owning PrintJet Pedro has nearly 40 years industry experience. 26 of those years were working for Videojet, who is his competitor now. PrintJet also makes replacement parts for Videojet machines and for another competitor in Illinois, Domino Amjet. Industrial inks used in the coding process are highly proprietary and PrintJet maintains patents on scores of inks designed by chemists on staff. These products and services are commonly used by companies in the packaging, automotive, pharmaceutical, and food and beverage industries to print or “code” their products. PrintJet also services, purchases, refurbishes, and resells used inkjet printing machines.

PrintJet has a sales office in Peru and reportedly sells 60% of its products and services internationally and 40% domestically. It has nearly 20 foreign distributors and six domestic distributors. PrintJet reports more than 100 regular customers, not one of which totals as much as 10% of total sales. Sales to distributors account for 75% of sales with the balance of sales occurring directly to end users. It is the direct sales that PrintJet would like to increase because of higher operating margins from this customer base. Nearly all of its domestic sales are to end users while nearly all its export sales are to distributors. Ink and mixing fluids account for 36% of total revenues with spare parts accounting for 30%, equipment sales of 24% and service-related income and shipping 10%. PrintJet's business model is similar to the manufacturers of razor blades that make a small profit margin on equipment sales to stimulate sales of replacement parts. PrintJet similarly enjoys higher margins on sales of inks and replacement parts.

In 2007, RLDC closed a \$131,000 SBA 504 loan to help finance PrintJet’s second facility. That loan had an exemplary repayment record. PrintJet outgrew that 8,400 sf facility and an adjacent 1,200 sf facility PrintJet purchased a couple of years ago for additional storage space. PrintJet then requested another SBA 504 loan with RLDC to move into their current 16,500 sf building in Machesney Park. PrintJet has also had an exemplary payment record on that loan.

**Revolving Loan Fund**

**Loan Summary for:**

PrintJet Corporation

**RLDC Recommendation:**

Staff recommends a \$75,000 loan to be fully amortized over five (5) years at 8% for the following reasons:

- 1) Participation in this project is projected to contribute to the retention of 21 FTEs
- 2) PrintJet is an established business with strong partnerships and customers that will continue to sustain its success
- 3) PrintJet has historical and projected cash flow to adequately service total debt
- 4) Both loans are adequately secured by project collateral
- 5) Participation in this project benefits a minority-owned business

**Other Conditions:**

Personal guarantee from Pedro and Susan Sotelo as they will be co-borrowers of the Note.

**Strengths & Weaknesses**

**Strengths**

- 1) Participation in this project is projected to contribute to the retention of twenty-one (21) FTE's;
- 2) PrintJet is an established business with strong partnerships and customers that will continue to sustain its success;
- 3) PrintJet has historical and projected cash flow to adequately service total debt;
- 4) Both loans are adequately secured by project collateral; and,
- 5) Participation in this project benefits a minority-owned business.

**Weaknesses**

- 1) PrintJet's profitability has fluctuated sporadically over the past four years, with some years showing strong operating incomes while others showing weak. The business's weakest year was in 2022, and income increased in 2023 and is expected to increase in the next 12 months, indicating the business is on an upward trend.



**Revolving Loan Fund**

**Loan Summary for:**

PrintJet Corporation

**Attachments:**

1. *Illinois Secretary of State Corporation / LLC Certificate of Good Standing*
2. *WinGIS Site Location*
3. *Tax Information*
4. *Company Website*
5. *Revolving Loan Fund Summary Information*



Office of the Secretary of State  
 ilsos.gov

# Business Entity Search

## Entity Information

<b>Entity Name</b>	PRINTJET CORPORATION		
<b>File Number</b>	59896075	<b>Status</b>	ACTIVE
<b>Entity Type</b>	CORPORATION	<b>Type of Corp</b>	DOMESTIC BCA
<b>Incorporation Date (Domestic)</b>	04-10-1998	<b>State</b>	ILLINOIS
<b>Duration Date</b>	PERPETUAL		
<b>Annual Report Filing Date</b>	03-26-2024	<b>Annual Report Year</b>	2024
<b>Agent Information</b>	JAMIE S CASSEL 2902 MCFARLAND RD STE 400 ROCKFORD ,IL 61107	<b>Agent Change Date</b>	10-27-2009

## 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

---

Change of Registered Agent and/or Registered Office

---

Articles of Amendment Effecting A Name Change

---

Adopting Assumed Name

---

# Parcel Summary



## 7816 BURDEN RD

Pin	Alt.Pin	Property Size
0817476004	125D008	Sq. Feet: 66378   Acres: 1.52

### Owner Name and Address

OLETOS LLC,  
 7816 BURDEN RD  
 MACHESNEY PARK, IL 61115

### Taxpayer Name and Address

OLETOS LLC,  
 7816 BURDEN RD  
 MACHESNEY PARK, IL 61115

### Legal Description

WILLOW CREEK BUSINESS PARK PLAT NO 1 BNG PT E1/2 SEC 17-45-2 LOT 8

**Zoning Code:** IL

**Zoning Class:** undefined

**SchoolDist :** HARLEM SCHOOL DIST 122

**GradeSchool :**

**Flood Zone Type**

X  
X  
AE  
X

**In/Out**

F  
F  
T  
F

**Property Use Code**

0081

**Description**

Ind Land + Improve

**Township**

HARLEM

**Assessor**

Jon Vaiden

**Sales History**

<b>Date</b>	<b>Type</b>	<b>Amount</b>	<b>Doc. No</b>
2014-05-19	WD	\$540,000.00	20141015581
2006-03-10	PT	\$100,000.00	0614647
2006-03-10	NOTAD	\$65,340.00	0614646

<b>Year</b>	<b>Fair Market Value</b>	<b>Total Tax Bill</b>	<b>Code</b>
2023	\$492,740.00	\$14,357.40	435

**Current Exemptions**



# Winnebago County Treasurer

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[Supervisor of Assessments](#)  
[Search Again](#)

## Parcel Tax Details for Parcel Number 08-17-476-004

[View Property via WinGIS](#)

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

2023 ▼

### Tax Payment Information 2023 taxes payable in 2024

Click here to make a payment

#### Owner Address

OLETOS LLC,  
7816 BURDEN RD  
MACHESNEY PARK, IL 61115

#### Taxbill Address

OLETOS LLC  
7816 BURDEN RD  
MACHESNEY PARK,IL 61115

#### ----- First Installment-----

Due Date: 6/14/2024  
Amount: 7178.70  
Penalty: 107.68  
Cost: 0.00  
Total Due: 7286.38  
Paid: 7286.38 Date: 7/2/2024  
By: Autoagent credit

#### ----- Second Installment-----

Due Date: 9/6/2024  
Amount: 7178.70  
Penalty: 0.00  
Cost: 0.00  
Total Due: 7178.70  
Paid: Date:  
By:

**For Parcel Address: 7816 BURDEN RD**

#### Tax Calculation

<i>Description</i>	<i>Amount</i>
Board of Review Assessed Value	164231

Township Equalization Factor	x	1.0000
Board of Review Equalized Value	=	164231
Home Improvement Exemption	-	0
Disabled Veteran Exemption	-	0
Department of Revenue Assessed Value	=	164231
County Multiplier	x	1.0000
Revised Equalized Value	=	164231
Senior Freeze Exemption	-	0
FAF/VAF Exemption	-	0
Owner Occupied Exemption	-	0
Over 65 Exemption	-	0
New Disabled or Veteran Exemption	-	0
Returning Veteran Exemption	-	0
Taxable Value	=	164231
Tax Rate for Tax Code 435	x	8.7422
Calculated Tax	=	\$14357.40
Non Ad Valorem -	+	\$0.00
Abatements	-	\$0.00
TOTAL TAX DUE:	=	\$14357.40
<b>Fair Market Value:</b> 492740		<b>1977 Equalized Value:</b> 0

**Taxing Bodies and Rates**

<b>Taxing Body</b>	<b>Rate</b>	<b>Tax</b>
WINNEBAGO COUNTY	0.7587	\$1052.69
FOREST PRESERVE	0.0913	\$126.68
HARLEM TOWNSHIP	0.0965	\$133.89
MACHESNEY PARK VILLAGE	0.0000	\$0.00
HARLEM-ROSCOE FIRE	0.6728	\$933.50
FOUR RIVERS SANITATION AUTHORITY	0.1425	\$197.72
NORTH SUBURBAN LIBRARY	0.2620	\$363.52
GREATER RKFD AIRPORT	0.0877	\$121.68
HARLEM SCHOOL DIST 122	6.1299	\$8505.17
COMMUNITY COLLEGE 511	0.4593	\$637.27
HARLEM TWSP ROAD	0.0415	\$57.58
SOUTH WILLOW CREEK TIF	0.0000	\$2227.70

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

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## PrintJet Corporation

LOOKING TO PURCHASE? • INTERESTED IN DISTRIBUTING OUR PRODUCTS? • NEED MORE INFORMATION? • CALL 1-815-491-8145 OR [PLEASE CLICK HERE](#)



**PrintJet Corporation** is a leading provider of industrial coding equipment and supplies and a broad line of service. We manufacture replacement inks and makeup fluids that will save you money without compromising quality. We also offer new and refurbished Continuous Ink Jet (CIJ), Drop on Demand (DOD) and High Resolution Printers/Bar Code Printers that can handle all your coding needs quickly and efficiently. Our replacement parts and technical services are available for most for industrial ink jet printers and bar code equipment. PrintJet develops customized systems to deliver effective, reliable and accurate marking and coding for all industrial applications.

Our broad product line of printers produce precise product IDs with unmistakable clarity, and are trusted by the food, beverage, pharmaceutical, packaging and general manufacturing industries for all their industrial coding needs.

No matter how complicated or intricate your coding requirements are, PrintJet has a solution that will meet all of the necessary specifications. We not only offer a full range of quality equipment, inks and parts, but also work individually with each customer to help select the right products for their application. You'll have plenty of options to choose from, as well as customized service from our experienced technical professionals.

## Industrial Printer Maintenance Services

PrintJet can help you reduce printer maintenance and services with our extensive line of spare parts and technical services. We're the best source for servicing and refurbishing your older, current equipment. Our expert technical staff has extensive knowledge of coding equipment from original equipment manufacturers (OEMs) including: Videojet®, Domino®, Willett®, Imaje®, Marsh®, Citronix®, Linx® and more. Years of experience and knowledge of the industrial printing and coding equipment and applications sets us above the competition both in quality of service and cost efficiency. Our in-depth knowledge of the industry puts us in the best position to save you money and keep your product lines up and running.

Our goal is to improve our customers' operations with increased speed and efficiency while reducing costs. We are focused on defining solutions that satisfy the needs of our customers, and strive to help them streamline their coding processes through our cost-effective solutions. For a full range of top-quality industrial printing and coding solutions, contact us today.

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- Drop On Demand Printers
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- High Resolution Inks
- Drop On Demand Inks
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*Making Coding Easy.*

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Park, IL 61115  
Phone: 815-491-8145 Fax: 815-  
877-7621  
Email: [salesinfo@printjet.net](mailto:salesinfo@printjet.net)

[Sitemap](#) | [Terms and Conditions](#)  
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are in USD. © 2024 PrintJet USA.  
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Open Modal

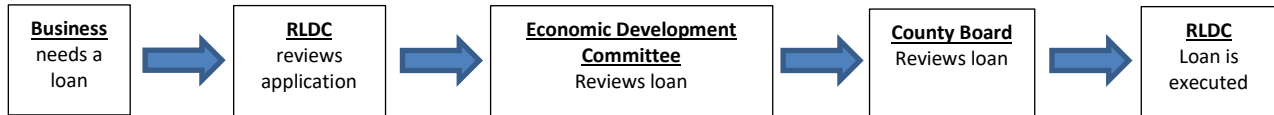
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815-491-8145 OR [PLEASE CLICK HERE](#)

## Winnebago County Revolving Loan Fund (RLF) Program Overview

<p><b><u>Rockford Local Development Corporation (RLDC)</u></b>                  Manages the Revolving Loan Fund Program on behalf of Winnebago County</p> <ul style="list-style-type: none"> <li>RLDC Agreement approved November 26, 2014</li> <li>Amendment approved January 28, 2016</li> </ul>	
John Phelps Executive Director of RLDC #815-987-8675	<a href="http://rldc.us/index.asp">http://rldc.us/index.asp</a> 120 West State Street, Suite 306 Rockford, IL 61101

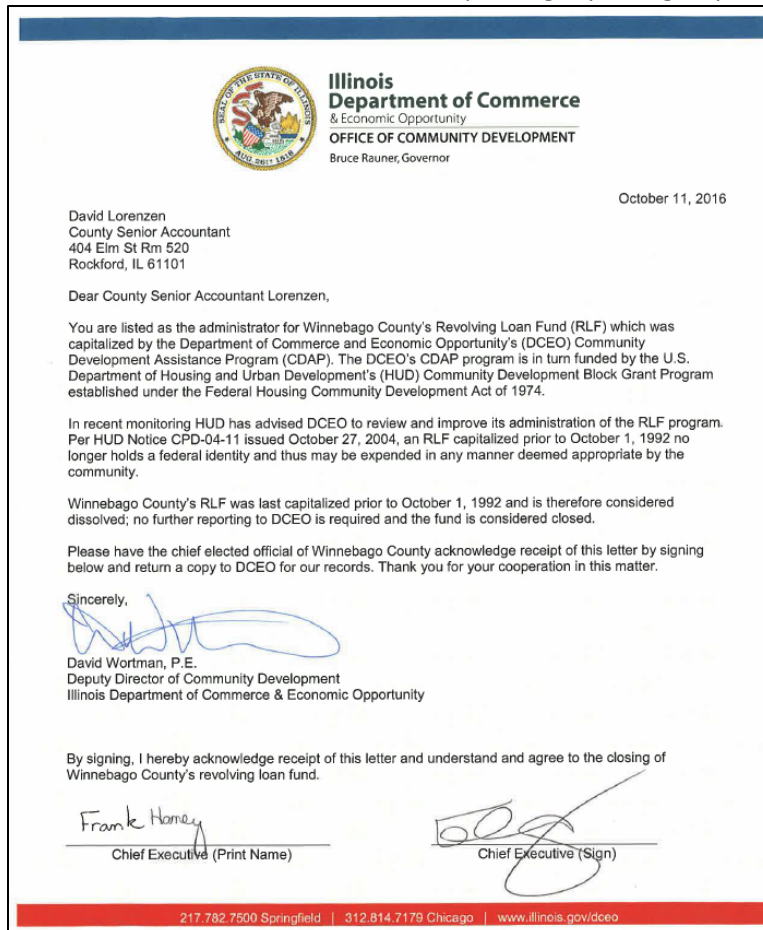
### REVOLVING LOAN FUND PROCESS IN A NUTSHELL

*(Assuming approval at each step)*



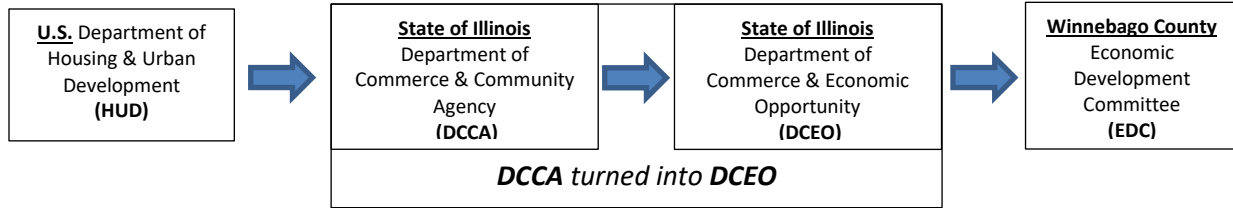
- Program is used for Gap Financing, examples of use...
  - Land & Building
  - Equipment & Machinery
  - Working Capital

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



# Winnebago County Revolving Loan Fund (RLF) Program Overview

## Origin of Funding for Revolving Loan Fund Program



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

## Activity Summary

- Since September 28, 2015 through present (April 1, 2023)
  - **26** loans processed
    - Average number of loans per year **2.89**
  - **\$1,590,500** loans invested into the community
  - Estimated **176.50** Full-Time Equivalent (FTE) jobs created
- Average loan *approximately*...
  - Amount **\$61,200**
    - Loan amounts have ranged from \$17,500 to \$200,000
  - Interest Rate **6.39%**
    - Interest rates have ranged from 5.0% to 9.0%
  - Year (term) length **6.73**
    - Loan (term) lengths have ranged from 5 to 10 years
    - At times may be amortized out longer, but with balloon payment

**OPERATIONS &  
ADMINISTRATIVE  
COMMITTEE**



# Resolution Executive Summary

**Committee Date:** Thursday, August 8, 2024

**Committee:** Operations & Administrative

**Prepared By:** Administration

**Document Title:** Resolution Submitting To The Electors By Referendum The Question Of Imposing A One-Half (½) Percent Special County Retailers' Occupation Tax (Sales Tax) For Mental Health Purposes For A Period Not To Exceed Five (5) Years, Effective July 1, 2026, For The County Of Winnebago, Illinois

**Board Meeting Date:** Thursday, August 8, 2024

## **Budget Information:**

<b>Budgeted?</b> NA	<b>Amount Budgeted?</b> No
<b>If not, originally budgeted, explain the funding source?</b> NA	
<b>If ARPA or CIP funded, original Board approved amount?</b> NA	
<b>Over or Under approved amount?</b> NA	<b>By:</b> \$
<b>If ARPA funded, was it approved by Baker Tilly?</b> N/A	
<b>ORG/OBJ/Project Codes:</b> <b>Budget Impact</b>	<b>Descriptor:</b>

## **Background Information:**

On February 27, 2020, the Winnebago County Board established, by resolution, the Winnebago County Community Mental Health Board as an independent entity to provide leadership to address the prevention and treatment of mental illness, developmental disabilities, and substance use disorders. On March 17, 2020, a majority of the voters of Winnebago County passed a proposition allowing the imposition of a Special Retailers' Occupation Tax for Mental Health of one-half (½) percent for a period of 6 years, as permitted by Chapter 55, Act 5, Section 5-1006.5 of the Illinois Compiled Statutes. The Winnebago County Board determined that this Tax was in the best interest of the citizens of Winnebago County, and enacted ordinances to impose said Special Retailers' Occupation Tax for Mental Health on April 9, 2020 and May 14, 2020. This was imposed beginning July 1, 2020 and shall expire at 11:59 p.m. on June 30, 2026, if not terminated earlier by a vote of the County Board of the County of Winnebago, Illinois.

## **Contract/Agreement:**

NA

## **Legal Review:**

Yes

## **Follow-Up:**

NA

### **Board Office**

404 Elm Street, Rm 533, Rockford, IL 61101 | [www.wincoil.gov](http://www.wincoil.gov)  
Phone: (815) 319- 4225 | E-mail: [boardoffice@admin.wincoil.gov](mailto:boardoffice@admin.wincoil.gov)

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

SUBMITTED BY: OPERATIONS AND ADMINISTRATIVE COMMITTEE

SPONSORED BY: AARON BOOKER, JIM WEBSTER, JOHN GUEVARA, BRAD  
LINDMARK, KEITH MCDONALD, PAUL ARENA, JOHN BUTITTA, JOHN  
PENNEY, KEVIN MCCARTHY, JEAN CROSBY, MICHAEL THOMPSON, JOHN  
SWEENEY

**2024 CR \_\_\_\_\_**

**RESOLUTION SUBMITTING TO THE ELECTORS BY  
REFERENDUM THE QUESTION OF IMPOSING A ONE-HALF (½)  
PERCENT SPECIAL COUNTY RETAILERS' OCCUPATION TAX  
(SALES TAX) FOR MENTAL HEALTH PURPOSES FOR A  
PERIOD NOT TO EXCEED FIVE (5) YEARS, EFFECTIVE JULY 1,  
2026, FOR THE COUNTY OF WINNEBAGO, ILLINOIS**

**WHEREAS**, Winnebago County residents have identified mental health as a community health priority; and

**WHEREAS**, On February 27, 2020, the Winnebago County Board established, by resolution, the Winnebago County Community Mental Health Board as an independent entity to provide leadership to address the prevention and treatment of mental illness, developmental disabilities, and substance use disorders; and

**WHEREAS**, on March 17, 2020, a majority of the voters of Winnebago County passed a proposition allowing the imposition of a Special Retailers' Occupation Tax for Mental Health of one-half (½) percent, as permitted by Chapter 55, Act 5, Section 5-1006.5 of the Illinois Compiled Statutes; and

**WHEREAS**, the Winnebago County Board determined that the imposition of said Special Retailers' Occupation Tax for Mental Health was in the best interest of the citizens of Winnebago County, and enacted ordinances to impose said Special Retailers' Occupation Tax for Mental Health on April 9, 2020 and May 14, 2020; and

**WHEREAS**, the Special Retailers' Occupation Tax for Mental Health was imposed beginning July 1, 2020 and shall expire at 11:59 p.m. on June 30, 2026, if not terminated earlier by a vote of the County Board of the County of Winnebago, Illinois; and

**WHEREAS**, due to significant need for mental health services to be available to the citizens of Winnebago County, the Winnebago County Board seeks authority to reimpose the tax for an additional five (5) years after the expiration of the current term ending on June 30, 2026; and

**WHEREAS**, Section 5-1006.5(a)(4) of the Illinois Counties Code, 55 ILCS 5/5-1006.5(a)(4), authorizes counties to impose a local sales tax for mental health purposes if the proposition for the tax has been submitted to the electors of that county and approved by a majority of those voting on the question; and

**WHEREAS**, Section 5-1006.5(a)(4) further allows counties to establish a sunset provision at which time the additional sales tax would cease to be collected; and

**WHEREAS**, pursuant to 10 ILCS 5/28-2(c), the County Board may place a referendum question on a ballot to be submitted to the public so long as a resolution authorizing placing the question on the ballot is adopted no fewer than seventy-nine (79) days before a regularly scheduled election where the referendum question is to appear; and

**WHEREAS**, the County Board wishes to place a referendum question regarding the imposition of a one-half (½) percent Special County Retailers' Occupation Tax (sales tax) for mental health purposes for a period not to exceed five (5) years on the ballot of the next regularly scheduled election on November 5, 2024.

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois, that the following question be placed on the ballot in the County of Winnebago to be voted on by all qualified electors on November 5, 2024:

**TO PAY FOR MENTAL HEALTH PURPOSES, SHALL THE COUNTY OF WINNEBAGO BE AUTHORIZED TO IMPOSE AN INCREASE ON ITS SHARE OF LOCAL SALES TAXES BY ONE-HALF (½) PERCENT FOR A PERIOD NOT TO EXCEED FIVE (5) YEARS, EFFECTIVE JULY 1, 2026? THIS WOULD MEAN THAT A CONSUMER WOULD PAY AN ADDITIONAL \$0.50 IN SALES TAX FOR EVERY \$100 OF TANGIBLE PERSONAL PROPERTY BOUGHT AT RETAIL. IF IMPOSED, THE ADDITIONAL TAX WOULD CEASE BEING COLLECTED AT THE END OF FIVE (5) YEARS, IF NOT TERMINATED EARLIER BY A VOTE OF THE COUNTY BOARD.**

**BE IT FURTHER RESOLVED**, that the question as fully set forth above is authorized and shall be submitted to the qualified electors of the County of Winnebago at the regularly scheduled election to be held on November 5, 2024, in accordance with all applicable provisions of Illinois law; and

**BE IT FURTHER RESOLVED**, that the County Clerk of the County of Winnebago is hereby directed to certify the referendum question set forth above in accordance with the Illinois Election Code no later than August 29, 2024, and to take any other actions necessary to cause the question to be placed on the ballot of the regularly scheduled election to be held on November 5, 2024.



Respectfully submitted,  
**OPERATIONS AND ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
Keith McDonald, Chairman

\_\_\_\_\_  
Keith McDonald, Chairman

\_\_\_\_\_  
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 \_\_\_\_\_, 2024.

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

ATTEST:

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

**LEGISLATIVE &  
LOBBYING  
COMMITTEE**



# Resolution Executive Summary

**Prepared By:** Karen Elyea  
**Committee:** Legislative and Lobbying Committee  
**Committee Date:** August 5, 2024  
**Board Date:** August 8, 2024  
**Resolution Title:** Resolution Authorizing the Winnebago County Board Chairman to Execute a Professional Services Agreement by and between The Ferguson Group (“TFG”) and the County of Winnebago for Grant Writing Services

<b>Was item budgeted?</b> Yes	<b>Appropriation Amount:</b> \$60,000
<b>If not, explain funding source:</b>	
<b>ORG/OBJ/Project Code:</b> 12501-43190	<b>Descriptor:</b> County Board/Chairman

## Background Information:

On August 24, 2023, the County approved a one-year agreement with The Ferguson Group for grant writing services. The firm acts in liaison with the Legislative and Lobbying Committee and reports activities to County Administration to help maximize the success in obtaining funding. The County utilizes TFG to contract for on-call services related to grant writing for economic development, public facilities, new and existing building renovations and other opportunities.

The renewal Agreement will continue to provide Tier 3 Grant Retainer Services to the County of Winnebago. This year, TFG renamed some of their current services and also expanded what is offered under some of the Tiers. As an existing client, the services identified in the Scope of Work of the contract remain the same. The County will receive the same level of service as before plus the additional new services.

In this first past year, TFG sent 119 grant opportunities to Winnebago County. TFG drafted one grant application, and currently has one in process. They have provided edits and review for two grant applications, and provided numerous consultations to determine grant appropriateness/readiness. TFG is providing grant writing training sessions for County employees coming up in the next two months.

## Recommendation:

Legislative and Lobbying Committee recommends renewing a one-year agreement with The Ferguson Group.

## Legal Review:

State’s Attorney’s Office has reviewed, revised and approved the final agreement.

## Follow-Up:

Staff will provide updates as requested by the County Board

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

2024 CR \_\_\_\_\_

SUBMITTED BY: LEGISLATIVE AND LOBBYING COMMITTEE

SPONSORED BY: JAIME SALGADO

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**RESOLUTION AUTHORIZING THE WINNEBAGO COUNTY BOARD  
CHAIRMAN TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT BY  
AND BETWEEN THE FERGUSON GROUP (“TFG”) AND THE COUNTY OF  
WINNEBAGO FOR GRANT WRITING SERVICES**

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**WHEREAS**, on August 24, 2023, the County Board of the County of Winnebago, Illinois approved a Professional Services Agreement (“Agreement”) by and between The Ferguson Group (“TFG”) and the County of Winnebago (“County”) for grant writing services; and

**WHEREAS**, the Agreement was for a one-year term, ending August 31, 2024; and

**WHEREAS**, TFG and the County desire to renew the Agreement and continue to have TFG provide grant writing services to the County; and

**WHEREAS**, the Legislative and Lobbying Committee of the County Board for the County of Winnebago, Illinois, has reviewed the proposed terms of the Agreement attached hereto as Resolution Exhibit A, and recommends executing the Agreement under the terms set forth in the Agreement.

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois, that the Winnebago County Board Chairman is hereby authorized and directed to execute the Professional Services Agreement by and between The Ferguson Group (“TFG”) and the County of Winnebago, in substantially the same form as set forth in Resolution Exhibit A, attached hereto.

**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 and directed to prepare and deliver certified copies of this Resolution to the Director of the Chairman’s Office of Criminal Justice Initiatives, Director of Purchasing, Board Office, Finance Director and County Auditor.

Respectfully submitted,  
**LEGISLATIVE AND LOBBYING COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
JAIME SALGADO, CHAIR

\_\_\_\_\_  
JAIME SALGADO, CHAIR

\_\_\_\_\_  
PAUL ARENA

\_\_\_\_\_  
PAUL ARENA

\_\_\_\_\_  
AARON BOOKER

\_\_\_\_\_  
AARON BOOKER

\_\_\_\_\_  
VALERIE HANSERD

\_\_\_\_\_  
VALERIE HANSERD

\_\_\_\_\_  
TIM NABORS

\_\_\_\_\_  
TIM NABORS

\_\_\_\_\_  
JOHN PENNEY

\_\_\_\_\_  
JOHN PENNEY

\_\_\_\_\_  
JOHN F. SWEENEY

\_\_\_\_\_  
JOHN F. SWEENEY

The above and foregoing Resolution was adopted by the County Board of the  
County of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2024.

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



## PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (the “Agreement”) is made and entered into this day of July 9, 2024 (the “Effective Date”) by and between **The Ferguson Group** (“TFG”) and **the County of Winnebago** (“Client”).

WHEREAS, Client wishes to obtain the professional services of TFG; and,

WHEREAS, TFG has the knowledge, skill, and capability to perform such services for Client.

NOW THEREFORE, in consideration of the foregoing, TFG agrees to provide services to Client under the terms and conditions of this Agreement.

1. Services. Client hereby retains TFG to provide grant application development services (Grant Services”) as follows

(a) **Scope of Work**. TFG will provide Tier 3 Grant Retainer Services to the County of Winnebago as described in Exhibit A (TFG Grants Overview: Grant Services for the County of Winnebago). Services include:

- A dedicated grants expert
- Weekly grants updates and alerts
- Access to TFG’s library of Funding Guides and Grant Profiles
- Access to TFG’s Successful Grant Application Database
- Unlimited project specific grant research and funding strategies
- Conducting an annual comprehensive grant needs assessment and strategic grant outlook
- Grants Advocacy
- Grant Editing and Review Services
- Grants Training

(b) **Additional Services**. TFG’s Grant Retainer model is structured to allow for changes to be made throughout our partnership. As a retainer client, the County of Winnebago can also engage with TFG either on an hourly rate or through a fixed fee for add-on grant writing services. Additional fees in this regard will be based on the pricing included in the attached TFG Grants Overview document. TFG will provide a cost proposal for all additional services tailored to the County’s needs.

If the assistance of TFG’s professional advocacy staff is required, outside the scope of grant services, standard hourly fees for such services shall apply and such services will be clearly delineated in the cost estimate for each project.

2. Term / Payment. The County of Winnebago will compensate TFG through a monthly retainer of \$5,000 for services rendered commencing September 1, 2024, and extending through August 31, 2025. Either the County of Winnebago or TFG may terminate this agreement at any time by giving the other party at least thirty (30) days’ notice, in writing, of such termination.



Fees for all Task Orders shall be paid pursuant to the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1 et seq and Section 10 of this Agreement.

3. Expenses. TFG fees include all direct labor, overhead (including general and administrative expenses), other direct costs, subcontractor costs, fixed fees, miscellaneous incidental services, and all applicable taxes. While the TFG Grants Team usually works electronically and virtually, if the County prefers an on-site meeting, travel time and estimated expenses will be billed in advance.
4. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois, without regard to the conflict of laws provisions thereof.
5. Independent Contractor. TFG, in the performance of this Agreement, shall be and act as an independent contractor. Nothing contained herein will be deemed to create an association, a partnership, a joint venture, or a relationship of principal and agent, or employer and employee between the County of Winnebago and TFG.
6. Indemnification. To the fullest extent permitted by law, TFG shall indemnify, hold harmless and defend County from and against all liability, claims, actions, damages, losses, and expenses, including, without limitation, reasonable attorneys' fees and costs, arising out of any alleged negligent or willful acts or omissions of TFG, its officers, employees, agents, volunteers, or other representatives arising out of or related to TFG's performance under this Agreement.
7. Proof of Insurance.  
TFG shall be responsible for all necessary insurance coverage as indicated in the Request for Qualifications with the County of Winnebago named as Additional Insured. The COI should be sent to the Purchasing Department annually at [purchasing@purchasing.wincoil.gov](mailto:purchasing@purchasing.wincoil.gov)
8. Confidentiality. Unless otherwise required by law, TFG will exercise reasonable effort to maintain in confidence information disclosed or submitted to TFG by Client as confidential information. Confidential information does not include information that:
  - (a) is generally available in the public domain or becomes available to the public through no act of TFG; or
  - (b) is independently known by TFG prior to receipt; or
  - (c) made available to TFG as a matter of lawful right by a third party.

Unless otherwise required by law, all information shared with TFG and any reports, documents, or other deliverables created by TFG pursuant to the terms of this Agreement shall be treated as confidential and will not be made available to any unintended third party without the prior written approval of Client. Reports, documents or other deliverables completed that are made available to the public by the Client, or that are subject to Freedom of Information requests made to the Client may be shared as part of the TFG portfolio of completed works, but will have sensitive and identifying information redacted. TFG will not share the aforementioned materials without Client permission. TFG will not share any budget documents without express written permission from the Client.

9. Intellectual Property. No reports or other documents produced in whole or in part pursuant to the terms of this Agreement shall be the subject of an application for copyright by either party.



10. Specific Conditions. The payment of fees for all Task Orders will be the responsibility of the applicable county department. However, the Winnebago County Board Chairman must sign all Task Orders. TFG will adhere to relevant policy in the Grants section of the Winnebago County Budget Policy set forth by the Winnebago County Board. Winnebago County will provide TFG access to the policy and subsequent updates to the policy.

ACKNOWLEDGED AND AGREED TO BY:

A handwritten signature in blue ink, appearing to read 'W. Roger Gwinn', written over a horizontal line.

W. Roger Gwinn, CEO  
The Ferguson Group, LLC

7/9/2024

Date

Joseph V. Chiarelli, Chairman  
County of Winnebago

Date

*Remainder of page intentionally left blank.*





## EXHIBIT A

### TFG Grants Overview: Grant Services for the County of Winnebago

TFG will provide the following services to the County of Winnebago. Services marked with an orange checkmark are included in the Tier 3 retainer pricing for the County. All other services described can be obtained as add-on services at a discounted hourly rate or lump sum fee listed at the end of this document.

#### ✓ **Dedicated Grants Expert/Team**

The County of Winnebago has been assigned a dedicated grants expert to serve as a liaison to its staff. This expert will help navigate the complex grant world to ensure the most efficient and effective use of staff time when pursuing grants.

#### ✓ **Grants Alerts and Weekly Grants Updates**

The County of Winnebago will receive customized alerts for relevant grant opportunities, as they are solicited. For high priority grants or those with a short turnaround, TFG will attempt to notify the County of opportunities prior to solicitation. Additionally, each Friday, County staff will receive TFG’s Weekly Grants Update that provides a recap of grant solicitations that were published that week to ensure you do not miss any funding opportunities.

#### ✓ **Database of Successful Grant Applications**

The County of Winnebago will have access to TFG’s database of over 600 successful grant applications from a variety of programs to help inspire and guide the preparation of your successful grant submissions.

#### ✓ **Library of Grant Funding Guides and Grant Profiles**

The County of Winnebago will have access to TFG’s Library of Grant Funding Guides. Each Funding Guide provides an overview of popular grant programs and relevant information such funding level, match requirements, eligible applicants, and use of funds in a specific issue area. Our library includes guides covering a wide array of topics such as:

- Law Enforcement
- Mental Health and Substance Abuse
- Habitat Conservation
- Homelessness
- Fire Departments
- Parks and Recreation
- Broadband
- Libraries and Museums
- Water and Wastewater
- Transportation
- Economic and Community Development
- Coronavirus and COVID-19
- Electric Vehicles and Infrastructure
- Grid Modernization
- Hydropower/Dam

TFG’s Grants Library also includes a robust database of grant profiles and summaries that provide the key information you need to match a program with your needs and build a winning grant proposal. We present the information included in the grant solicitation in an easy-to-follow manner and augment it with additional background information on the program and the types of projects it has funded in the past.

✓ **Custom Project Specific Grant Research and Funding Strategy**

TFG will directly work with the County of Winnebago to conduct project specific grant research on the federal, state, and foundation levels and will create a customized funding strategy geared to support your project. We will provide you with relevant grant information, as well as recommendations on funding opportunities to target, that is specifically tailored to your project and your community. Our grants research will not only look at open, available programs, but will also focus on grant programs expected to be released in the future, helping you to stay “ahead of the game” and be prepared.

✓ **Needs Assessments and Strategic Grant Outlook**

TFG will meet with County of Winnebago staff to discuss ongoing projects, primary issue areas, and future needs that may benefit from grant funding. These meetings will be virtual. Based on our team’s knowledge and experience, we will closely identify, forecast, and monitor relevant funding opportunities that meet your specific needs. The Strategic Grant Outlook will allow staff to know what is on the horizon and be prepared when a notice of funding availability is announced.

✓ **Grant Writing**

Preparing winning grant proposals takes time, skill, and knowledge. The County of Winnebago has the option to access TFG’s experienced grant writers to take the County’s grant project idea from the start of the application to submission. From filling out federal forms to crafting a persuasive and compelling grant narrative and corresponding budgets, TFG will ensure that the County will have submitted a complete and competitive application on time.

✓ **Grant Editing and Review**

The County of Winnebago can access TFG experts to edit and review County written grant proposals to improve chances of securing funding. TFG staff will expertly review your application against the funder’s requirements, suggest content edits, and provide recommendations on how to improve your narrative before you submit.

✓ **Grant Debriefs**

Grant debriefs are important, especially if it turns out that your application didn’t get funded. TFG staff will help guide you through the grant debrief process and set up consultation with the funding agency to put your next applications in the best position to effectively compete in future solicitations.

✓ **Grants Advocacy**

TFG helps secure congressional support, including support letters, and backing from strategic partners, to bolster grant applications. Federal grants are highly competitive and, more often than not, broad support for a project application can make the difference between a winning application and a highly ranked application that does not make the final list of awardees.

✓ **Grants Training**

Our grants training is focused on building capacity, helping position the County for success in the often-complex grant process. TFG can train your staff on grant application processes and help improve the quality of grant proposals. We can provide training on a one-one-basis or through larger



workshops dependent on your needs. TFG also has established partnerships with other grant training professionals that specialize in post-award management who can be accessed to support grant management training needs.

**Grant Pricing for the County of Winnebago**

The table below outlines the services TFG can provide to the County on a monthly basis. As a retainer client, the County will have at its disposal TFG’s diverse complement of staff experts without any worry about getting unexpected bills.

The County has agreed to Tier 3 retainer service with the option of discounted add-on services. Should the County of Winnebago need a different combination of services, TFG will work with the County to amend the retainer and create one that best fits your needs. This includes the option of moving to Tier 1 or 2 with a 30-day written notice.

	Tier 1 (1,000/mo)	Tier 2 (\$3,000/mo)	Tier 3 (\$5,000/mo)	Tier 4 (\$8,000/mo)
Dedicated Grant Expert/Team	✓	✓	✓	✓
Monthly Grant Update Meetings	✓	✓	✓	✓
Grant Alerts & Tracking		✓	✓	✓
Weekly Grants Update	✓	✓	✓	✓
Access to TFG Grant Funding Hub	✓	✓	✓	✓
Access to TFG Grant Showcase	✓	✓	✓	✓
TFG Funding Strategy	15% discount	15% discount	✓	✓
Project Development and Readiness	Hourly	✓	✓	✓
TFG Funding Blueprint	15% discount	Up to 3 projects	Up to 5 projects	Up to 6 projects
Grant Writing	15% discount	15% discount	15% discount	Up to 3 projects*
Grant Editing and Review	Hourly	✓	✓	✓
Grant Debriefs	Hourly	✓	✓	✓
Grant Training	15% discount	15% discount	✓	✓
Grant Project Advocacy	Hourly	hourly	✓	✓
Congressionally Directed Spending (Earmarks) **				Negotiated Fee Based On Scope
Post-Award Grant Management Services**				Negotiated Fee Based On Scope
Negotiated Indirect Cost Rate Agreements**				Negotiated Fee Based On Scope

\*depending on program complexity  
 \*\*available only to Tier 3 and Tier 4 retainer clients



**Service Add-Ons**

TFG believes in offering flexibility to our clients. As a retainer client, the County of Winnebago can engage with TFG on a discounted hourly rate, or lump sum fee, for as needed grant writing services.

**Grant Writing – As Needed, Per Grant**

To provide greater transparency in the cost of grant writing services, TFG has created the grant writing service fee table below, which provides the average cost for grant writing services based on the narrative page limitations imposed in the grant application. Grant applications vary widely with respect to complexity and level of effort required to complete them. If you are interested in securing these services, TFG will provide you with a tailored cost proposal that reflects the level of effort required to draft the narrative and non-narrative elements such as forms, budgets, and logic models. Exceptions do occur based on the complexity of the grant application, but we work hard to keep costs in line with the pricing guidelines outlined below.

Workload (low to high)	Type of Grant	Narrative Page Length	Approximate Average Cost*	15% Retainer Discount Cost
Level 1	Small, well-defined request	6-10	\$6,000 - \$7,000	\$5,100 - \$6,050
Level 2	Small, full grant application	11-15	\$12,000 - \$13,000	\$10,200 - \$11,100
Level 3	Medium, full grant application	16-20	\$18,000 - \$20,000	\$15,300 - \$17,000
Level 4	Large state or national foundation or medium federal grant	21-25	\$22,000 - \$24,000	\$18,700 - \$20,400
Level 5	Large federal grant application	26-30	\$26,000 - \$29,000	\$22,100 - \$24,650
Technical	Complex/Technical grant application	Varied	Custom	Custom

*\*The approximate average cost to write a grant varies greatly based on several factors, including the development of narrative, required submittal forms, creation of budgets, project complexity, and other related considerations. Last minute emergency grant writing requests are subject to a 35% markup to the non-discounted grant writing fee. Where efficiencies are built into a grant writing process, such as in the case of a grant rewrite or a joint application scenario, a further discount may be applied.*

**Grant Writing – As Needed, Hourly Rate**

Grant writing services can also be available at an hourly rate of \$300/hour. Since the County of Winnebago is a retainer client our hourly rate will be discounted to \$255/hour. Last-minute requests for additional grant-related services are subject to a 35 percent mark-up.

If the assistance of TFG’s professional lobbying staff is required, such as for grants advocacy or grants policy-related services, these services are billed at the following rates:

- \$425 Partner/Principal/Senior Advisor/Of Counsel      \$240 Senior Associate
- \$170 Associate      \$115 Research Assistant



# WINNEBAGO COUNTY

— ILLINOIS —

## Memorandum

Date: 07/12/2024  
To: Legislative & Lobbying Committee  
From: Marlana Dokken  
Re: The Ferguson Group (TFG) Renewal Agreement Summary

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The Ferguson Group (TFG) performed the Needs Assessment in Q3 and Q4 2024 in partnership with the Legislative & Lobbying Committee and Winnebago County departments. The outcomes are identified under **Strategic Funding Assessment** in the Grant Tracker document, a central document used to manage the Winnebago County account.

Funding opportunities are communicated through two points-of-contact. Chairman Chiarelli / Karen Elyea are POC for all with the exception of criminal justice; Marlana Dokken is POC for criminal justice related opportunities. From September 2023 to June 2024, TFG sent 119 grant opportunities to Winnebago County for consideration. A breakdown of these notifications is included under **Information Sent** in the Grant Tracker.

From January 2024 – June 2024 TFG drafted one grant application, and has one in process. They have provided edits and review for two grant applications, and provided numerous consultations to determine grant appropriateness/readiness.

### Grant Writing:

- Rebuilding American Infrastructure with Sustainability and Equity (RAISE) – not awarded. DOT will reach out to applicants in August for a debrief.
- Humanities Collections and Reference Resources – in process, due July 16, 2024

### Grant Edits and Review:

- Second Chance Smart Supervision
- Enhancing Investigation and Prosecution of Domestic Violence

TFG is offering the following grant writing trainings, the first scheduled on August 26, 2024:

- **Grants 101: Grant Basics and Identification** – This workshop will include an overview of the federal grants landscape, required registrations, how to search for federal grants, and strategically position projects ahead of a solicitation. This workshop is intended to be an introductory course to federal grants and provide staff with a basic understanding of grants identification and preparation.



# WINNEBAGO COUNTY

— ILLINOIS —

- Grants 102: Grant Writing – This workshop will include an overview of common grant narrative elements and tips and tricks for writing and submitting a competitive grant application. This workshop focuses on the soup-to-nuts process of grant submission and builds on content discussed in Grants 101. TFG encourages staff attending Grants 102 to also attend and/or watch Grants 101 if they are new to the federal grants world.



# WINNEBAGO COUNTY

— ILLINOIS —

## Memorandum

Date: 07/12/2024

To: Legislative & Lobbying Committee

From: Marlana Dokken

Re: The Ferguson Group (TFG) Renewal Agreement Summary

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The renewal Agreement provides Tier 3 Grant Retainer Services to the County of Winnebago as described in Exhibit A. The Ferguson Group (TFG) renamed some of their current services and also expanded what is offered under some of the Tiers. The County is grandfathered in and services identified in the Scope of Work of the contract remain the same. The County will receive the same level of service as before plus the additional new services. Descriptions for clarification of services:

- **Access to TFG Grant Funding Hub:** This is a new service initiated last year that TFG is adding to our overall program. This is the website where TFG houses access to many of their products.
- **Access to TFG Grant Showcase:** This is the successful grant application database that is accessible via the Hub (see above).
- **TFG Funding Strategy:** This is the Needs Assessment that was completed and is part of our grant tracker.
- **Project Development and Readiness:** This is the work TFG does to help get a project ready before a grant opens. Usually this entails talking through a project and making a go/no-go decision based on project readiness and competitiveness.
- **TFG Funding Blueprint:** This is a new product that provides a very in-depth analysis of funding opportunities for major or complex projects. We have access to five of these throughout the year.

The rate for Tier 3 remains the same at \$5,000 per month. There is a 30-day termination clause. Grant writing pricing has increased modestly.



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## 2024 Rates

Workload (low to high)	Type of Grant	Narrative Page Length	Approximate Average Cost	15% Retainer Discount Cost
Level 1	Small, well-defined request	6-10	\$6,000	\$5,100
Level 2	Small, full grant application	11-15	\$11,400	\$9,690
Level 3	Medium, full grant application	16-20	\$17,400	\$14,790
Level 4	Large state or national foundation or medium federal grant	21-25	\$21,600	\$18,360
Level 5	Large federal grant application	26-30	\$25,200	\$21,420

### Grant Writing – As Needed, Hourly Rate

Grant writing services can also be available at an hourly rate of \$205/hour. Since the County of Winnebago is a retainer client our hourly rate will be discounted to \$175/hour. Last-minute requests for additional grant-related services are subject to a rate of \$275/hour for non-retainer clients and \$235/hour for retainer clients.

If the assistance of TFG’s professional lobbying staff is required, such as for grants advocacy or grants policy-related services, the hourly fee will be \$300/hour. Such services will be clearly delineated in the cost estimate for each project.

## 2025 Rates

Workload (low to high)	Type of Grant	Narrative Page Length	Approximate Average Cost*	15% Retainer Discount Cost
Level 1	Small, well-defined request	6-10	\$6,000 - \$7,000	\$5,100 - \$6,050
Level 2	Small, full grant application	11-15	\$12,000 - \$13,000	\$10,200 - \$11,100
Level 3	Medium, full grant application	16-20	\$18,000 - \$20,000	\$15,300 - \$17,000
Level 4	Large state or national foundation or medium federal grant	21-25	\$22,000 - \$24,000	\$18,700 - \$20,400
Level 5	Large federal grant application	26-30	\$26,000 - \$29,000	\$22,100 - \$24,650
Technical	Complex/Technical grant application	Varied	Custom	Custom

### Grant Writing – As Needed, Hourly Rate

Grant writing services can also be available at an hourly rate of \$300/hour. Since the County of Winnebago is a retainer client our hourly rate will be discounted to \$255/hour. Last-minute requests for additional grant-related services are subject to a 35 percent mark-up.

If the assistance of TFG’s professional lobbying staff is required, such as for grants advocacy or grants policy-related services, these services are billed at the following rates:

- \$425 Partner/Principal/Senior Advisor/Of Counsel
- \$240 Senior Associate
- \$170 Associate
- \$115 Research Assistant



# **UNFINISHED BUSINESS**

# **FINANCE COMMITTEE**



# Ordinance Executive Summary

**Prepared By:** Steve Schultz  
**Committee:** Finance Committee  
**Committee Date:** July 18, 2024  
**Ordinance Title:** Ordinance for a Budget Amendment for Winnebago County Health Department  
**Board Meeting Date:** July 25, 2024

## Budget Information:

Was item budgeted? No	Appropriation Amount: \$0
If not, explain funding source: New grant funding	
ORG/OBJ/Project Code: 60100 (Health Department)	
FY2024 Budget Impact: \$ 0	

**Background Information:** IDPH Public Health Emergency Preparedness is funding under a mutual aid system for Region 1 for the Winnebago County Health Department to secure Power Air Purifying Respirators deployable to surrounding health departments. This is new grant funding approved by the Board of Health.

**Recommendation:** Finance Department recommends approval

**Contract/Agreement:** Not applicable

**Legal Review:** Not applicable

**Follow-Up:** Not applicable

**2024 Fiscal Year**

Sponsored by:  
John Butitta, Finance Committee Chairman

Finance: July 18, 2024  
Lay Over: July 25, 2024  
**Final Vote: August 8, 2024**

**2024 CO**

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

The Winnebago County Finance Committee presents the following Ordinance amending the Annual Appropriation Ordinance for the fiscal year ending September 30, 2024 and recommends its adoption.

**Ordinance for a Budget Amendment for Winnebago County Health Department**

**WHEREAS**, the Winnebago County Board of Health accepted a new grant award from Illinois Department of Public Health Emergency Preparedness Program to secure power air purifying respirators deployable to surrounding health departments; and,

**WHEREAS**, the Winnebago County Board adopted the “Annual Budget and Appropriation Ordinance” for the fiscal year ending September 30, 2024 at its September 28, 2023 meeting; and,

**WHEREAS**, 55ILCS 5/6-1003(2014), states, “After the adoption of the county budget, no further appropriations shall be made at any other time during such fiscal year, except as provided in this Act. Appropriations in excess of those authorized by the budget in order to meet an immediate emergency may be made at any meeting of the board by a two-thirds vote of all the members constituting such board, the vote to be taken by ayes and nays and entered on the record of the meeting.”

**NOW, THEREFORE, BE IT ORDAINED**, that the County Board deems that pursuant to provisions as set forth in 55ILCS 5/6-1003(2014), certain conditions have occurred in connection with the operations of the County which are deemed to be immediate emergencies; therefore, the increases detailed per the attached Request for Budget Amendment are hereby authorized for Amendment **#24-009 Health Department Grant**.

**AGREE**

**DISAGREE**

\_\_\_\_\_  
JOHN BUTITTA, CHAIR

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JOHN BUTITTA, CHAIR

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JAIME SALGADO, VICE CHAIR

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JAIME SALGADO, VICE CHAIR

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JEAN CROSBY

\_\_\_\_\_  
JEAN CROSBY

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JOE HOFFMAN

\_\_\_\_\_  
JOE HOFFMAN

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KEITH McDONALD

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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 \_\_\_\_\_ 2024.

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



**NEW BUSINESS**

# **ANNOUNCEMENTS & COMMUNICATIONS**





# WINNEBAGO COUNTY

— ILLINOIS —

## Announcements & Communications

Date: August 8, 2024

Item: Correspondence to the Board

Prepared by: County Clerk Lori Gummow

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

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

**Background:** The items listed below were received as correspondence.

1. County Clerk Gummow received from the United States Nuclear Regulatory Commission the following:
  - a. Braidwood Station, Units 1 and 2; and Byron Station, Unit Nos. 1 and 2-Issuance of Relief RE: Proposed Alternative Request Associated with Pressurizer Examinations (EPID L-2023-LLR-0062)
  - b. Byron Station-Integrated Inspection Report 05000454/2024002 and 05000455/2024002 and Exercise of Enforcement Discretion.
  - c. Braidwood Station, Units 1 and 2; Byron Station, Unit Nos. 1 and 2; Calvert Cliffs Nuclear Power Plant, Units 1 and 2; and R.E. Ginna Nuclear Power Plant-Issuance of Relief RE: Proposed Alternative Request Associated with Steam Generator Examinations (EPIDS L-20233-LLR-0053, L-2023-LLR-0054, L-2023-LLR-005, L-2023-LLR-0056).
2. County Clerk Gummow received from Theresa Grennan, Chief Deputy Winnebago County Treasurer the following:
  - a. Collateralization Report – June 31, 2024
  - b. Investment Report - as of July 1, 2024
  - c. Winnebago County Treasurer Bank Balances –June, 2024



# WINNEBAGO COUNTY

— ILLINOIS —

3. County Clerk Gummow received a Monthly Report from the Winnebago County Recorder's Office for June, 2024.

**Adjournment**