

# OPERATIONS & ADMINISTRATIVE COMMITTEE AGENDA

**Called by:** Keith McDonald, Chairman  
**Members:** Paul Arena, John Butitta,  
Valerie Hanserd, Joe Hoffman,  
Jaime Salgado, Michael Thompson

**DATE:** THURSDAY, AUGUST 1, 2024  
**TIME:** 5:30 PM

**LOCATION:** ROOM 303  
COUNTY ADMINISTRATION BLDG  
404 ELM STREET  
ROCKFORD, IL 61101

## AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – July 18 and 25, 2024
- D. Public Comment – This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign-up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgment by the chair, please stand and state your name. Thank you.
- E. Discussion – Countywide Security Cameras & Integrator System
- F. Discussion – Public Safety Building Project Update
- G. 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
- H. Future Agenda Items
- I. Adjournment

**Winnebago County Board**  
**Operations and Administrative Committee Meeting**  
County Administration Building  
404 Elm Street, Room 303  
Rockford, IL 61101

Thursday, July 18, 2024  
5:30 PM

**Present:**

Keith McDonald, **Chairperson**  
Valerie Hanserd, **Vice Chairperson**  
Paul Arena  
John Butitta  
Joe Hoffman  
Jaime Salgado  
Michael Thompson

**Others Present:**

Patrick Thompson, County Administrator  
Steve Schultz, County Chief Financial Officer  
Hope Edwards, Purchasing Director, (Staff Liaison)  
Lafakeria Vaughn, State's Attorney Office  
Chris Dornbush, Chief Operations Officer  
Shawn Franks, Director, Facilities  
John Giliberti, State's Attorney Office  
Charlotte Hoss, State's Attorney Office  
Lori Gummow, County Clerk  
Dan Magers, Chief Information Officer  
Rick Ciganek, WCSO  
Jean Crosby, County Board Member  
John Sweeney, County Board Member  
Anthony Ferretti, WIFR  
Jim Dillion Heartland (via Zoom)  
Ben Funcke Heartland (via Zoom)

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – June 20, 2024
- D. Public Comment – This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign-up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgment by the chair, please stand and state your name. Thank you.
- E. Resolution to Appoint Precinct Election Judges
- F. 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

- G. Resolution Awarding Roof Replacement at Adult Probation Using CIP 23 PSST Funds  
Cost: \$122,941
- H. Discussion – Countywide Security Cameras & Integrator System
- I. Future Agenda Items
- J. Adjournment

Chairperson McDonald called the meeting to order at 5:30 PM.

### **Roll Call**

Chairperson Keith McDonald yes, Paul Arena yes, John Butitta yes, Valerie Hanserd yes, Joe Hoffman yes, Jaime Salgado yes, Michael Thompson yes.

### **Approval of Minutes – June 20, 2024**

Motion: Chairperson McDonald. Second: Ms. Hanserd.

Chairperson McDonald called for any discussion.

The motion was passed by unanimous voice vote.

### **Public Comment**

Chairperson McDonald omitted reading the Public Comment Section of the Agenda because no one was present to speak.

### **Resolution to Appoint Precinct Election Judges**

Motion: Chairman McDonald. Second: Mr. Thompson.

- Discussion followed.

The motion was passed by a unanimous vote.

### **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**

Motion: Chairperson McDonald. Second: Ms. Hanserd.

- Discussion followed.

The recommendation is to layover the Resolution and hold a Special Operations & Administrative Committee meeting on Thursday, July 25, 2024.

Motion: Chairperson McDonald. Second: Mr. Thompson.

The motion was passed by a unanimous vote.

### **Resolution Awarding Roof Replacement at Adult Probation Using CIP 23 PSST Funds Cost: \$122,941**

Motion: Chairperson McDonald. Second: Ms. Hanserd.

- Discussion followed.

The motion was passed by a unanimous vote.

### **Discussion – Countywide Security Cameras & Integrator System**

Discussion followed on selecting a vendor for Countywide Security Cameras and Integrator System.

### **Future Agenda Items**

- None reported.

**Motion to Adjourn**

Chairperson McDonald called for a motion to adjourn the meeting.

Motion: Ms. Hanserd. Second: Mr. Salgado.

The motion was passed by a unanimous vote.

Respectfully submitted,

Nancy Bleile  
Executive Assistant

**Winnebago County Board**  
**Special Operations and Administrative Committee Meeting**  
County Courthouse  
County Board Room 815  
400 West State Street  
Rockford, IL 61101

Thursday, July 25, 2024  
5:30 PM

**Present:**

Keith McDonald, **Chairperson**  
Valerie Hanserd, **Vice Chairperson**  
Paul Arena (via Zoom)  
John Butitta  
Jaime Salgado  
Michael Thompson

**Others Present:**

Patrick Thompson, County Administrator  
Steve Schultz, County Chief Financial Officer  
Hope Edwards, Purchasing Director, (Staff Liaison)  
Lafakeria Vaughn, State's Attorney Office  
Chris Dornbush, Chief Operations Officer  
Rick Ciganek, WCSO

**Absent:**

Joe Hoffman

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – None
- D. Public Comment – This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign-up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgment by the chair, please stand and state your name. Thank you.
- E. 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
- F. Future Agenda Items
- G. Adjournment

Chairperson McDonald called the meeting to order at 5:30 PM.

**Roll Call**

Chairperson Keith McDonald yes, John Butitta yes, Valerie Hanserd yes, Jaime Salgado yes, Michael Thompson yes.

Motion: Chairperson McDonald made a motion to include board member Paul Arena in the meeting via Zoom. Second: Mr. Butitta.  
Chairperson McDonald called for any discussion.  
Motion passed by unanimous voice vote.

Paul Arena was welcomed to the committee meeting.

### **Approval of Minutes – None**

### **Public Comment**

Chairperson McDonald omitted reading the Public Comment Section of the Agenda because no one was present to speak.

### **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**

Motion: Chairperson McDonald. Second: Mr. Thompson.

- Discussion followed.

The motion was passed by a unanimous vote.

### **Future Agenda Items**

- Operations & Administrative Committee Meeting August 1, 2024
  - 2 Discussion Items, 1 Action Item, Resolution-Mental Health Tax

### **Motion to Adjourn**

Motion: Chairperson McDonald. Second: Ms. Hanserd.

The motion was passed by a unanimous vote.

Respectfully submitted,

Nancy Bleile  
Executive Assistant



# Resolution Executive Summary

**Committee Date:** Thursday, August 1, 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)