



# WINNEBAGO COUNTY

— ILLINOIS —

## REVISED

## AGENDA

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

Thursday, January 12, 2023  
6:00 p.m.

1. Call to Order ..... Chairman Joseph Chiarelli
2. Invocation and Pledge of Allegiance ..... Board Member John Guevara
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 – Rev. Earl Dotson, Sr., West Side Rockford Redevelopment, Pro
6. Approval of Minutes ..... Chairman Joseph Chiarelli
  - A. Approval of December 8, 2022 minutes
  - B. Layover of December 22, 2022 minutes
7. Consent Agenda.....Chairman Joseph Chiarelli
  - A. Raffle Report
  - B. Auditor's Report
8. Appointments (Per County Board rules, Board Chairman appointments require a 30-day layover unless there is a suspension of the rule).
  - A. River Bluff Board of Directors, Annual Compensation: None
    1. Jim Knutson (New Appointment), Rockford, Illinois, March 2023 to March 2027
    2. Teresa Gobeli (New Appointment), Winnebago, Illinois, March 2023 to March 2027
    3. Trent Brass (New Appointment), Rockford, Illinois, March 2023 to March 2027
    4. Bob Nieman (New Appointment), Rockford, Illinois, March 2023 to March 2027
    5. Jay Ferraro (New Appointment), Rockford, Illinois, March 2023 to March 2027

6. Steve Schultz (New Appointment), Roscoe, Illinois, March 2023 to March 2027
7. Frank Perrecone (New Appointment), Rockford, Illinois, March 2023 to March 2027
8. Bernice Marinelli (New Appointment), Rockford, Illinois, March 2023 to March 2027
9. John Butitta (New Appointment), Rockford, Illinois, March 2023 to March 2027

**9. Reports of Standing Committees.....Chairman Joseph Chiarelli**

- A. Finance Committee ..... **John Butitta, Committee Chairman**
  1. Committee Report
  2. Resolution Amending the Fiscal Year 2023 Budget Policy
  3. Resolution to establish Public Safety Sales Tax Policy
  4. Resolution Awarding ARP Funded HVAC CPU Replacements
  5. Resolution for the Purchase of a Truck for Facilities Department
  6. Resolution Awarding Bid for Animal Services Addition and Renovations with ARPA Funds
  7. Ordinance for a Budget Amendment for State’s Attorney State Forfeiture Funds to be Laid Over
  8. Ordinance for Approval of Budget Amendment for Distribution of Opioid Lawsuit Settlement Funds to be Laid Over
  9. Ordinance for Approval of Budget Amendment for Year End Adjustments to be Laid Over
  10. Resolution Authorizing Settlement of a Claim against the County of Winnebago entitled Shelly Turner versus Winnebago County
- 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 \$100,000 from the Revolving Loan Fund to Rockford Rides, LLC
- D. Operations and Administrative Committee..... **Keith McDonald, Committee Chairman**
  1. Committee Report
- E. Public Works Committee ..... **Dave Tassoni, Committee Chairman**
  1. Committee Report
- F. Public Safety and Judiciary Committee..... **Brad Lindmark, Committee Chairman**
  1. Committee Report

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

**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, January 26, 2023**

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



# **Approval of Minutes**

**REGULAR ADJOURNED MEETING  
WINNEBAGO COUNTY BOARD  
DECEMBER 8, 2022**

1. Chairman Chiarelli Called to Order the Regular Adjourned Meeting of the Winnebago County Board for Thursday, December 8, 2022 at 6:00 p.m.
2. Board Member Fellars gave the invocation and led the Pledge of Allegiance.
3. Agenda Announcements:  
  
Please move New Business under Public Participation.
4. Roll Call: 20 Present. 0 Absent. (Board Members Arena, Booker, Butitta, Crosby, Fellars, Goral, Guevara, Hanserd, Hoffman, Lindmark, McCarthy, McDonald, Nabors, Penney, Salgado, Scrol, Sweeney, Tassoni, Thompson, and Webster.)

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

5.     Awards         -         None  
  
          Presentations -         None  
  
          Public Hearings -         None  
  
          Public Participation-     Rev. Earl Dotson, Sr. Ministers for Manufacturing's recent trip to Springfield to meet with Legislators, Pro

**NEW BUSINESS**

6.     **(Per County Board rules, passage will require a suspension of Board rules).**
  - A. Board Member Arena made a motion to approve a Resolution Adopting the Organizational Structure of the County Board of the County of Winnebago, Illinois, seconded by Board Member Guevara. Board Member Goral made a motion to amend the Resolution for Board Member Salgado to remain as Finance Chair, seconded by Board Member Nabors. Discussion by Board Member Arena, Hoffman, Nabors and Salgado. Board Member Goral withdrew her motion to amend and Board Member Nabors withdrew his second. Board Member Goral made a motion to place a women on the Finance Committee, seconded by Board Member Fellars. Board Member Guevara called for a point of order. Discussion by Chief of the Civil Bureau Vaughn and Board Members Guevara, Arena and Fellars. Board Member Goral made a motion to add Board Member Crosby on the Finance Committee and remove Board Member Sweeney, seconded by Board Member Crosby. Motion was approved

by a roll call vote of 11 yes and 9 no votes. (Board members Arena, Booker, Guevara, Lindmark, McCarthy, McDonald, Sweeney, Thompson, and Webster voted no.) Board Member Arena made a motion to remove Board Member Arena from Finance and insert Board Member Sweeney, seconded by Board Member Guevara. Discussion by Board Member Fellars, Sweeney, and Guevara. Board Member Arena made a motion to amend his previous motion by removing Board Member Arena from the Finance Committee and replace him with Board member Sweeney and remove Board Member Sweeney from the Zoning Committee and replace with Board Member Arena, seconded by Board Member Sweeney. Motion was approved by a voice vote. Discussion by Board Member Butitta. The amended motion was approved by a unanimous vote of all members present.

- B. Board Member Arena made a motion to suspend the rules on Ordinance Amending Chapter 2, Article II, Division 3 and 4 of the Winnebago County Code Relating to the Rules of Order and Procedure of the County Board of the County of Winnebago, Illinois, seconded by Board Member Booker. Motion to suspend was approved by a unanimous vote of all members present. Board Member Arena made a motion to approve the Ordinance seconded by Board Member Nabors. Discussion by Board Members Arena, Butitta, and Guevara. Board Member Guevara called for a point of order. Board Member Guevara made a motion to amend the ordinance to add section 2-91, seconded by Board Member Butitta. Discussion by Chief of the Civil Bureau Vaughn and Board Members Guevara, Butitta, Sweeney, McDonald, and Crosby. Board Member Guevara withdrew his motion to amend and Board Member Butitta withdrew his second. Motion to approve the original Ordinance was approved by a unanimous vote of all members present.

### **APPROVAL OF MINUTES**

7. Chairman Chiarelli entertained a motion to approve the Minutes. Board Member Hoffman made a motion to approve County Board Minutes of November 10, 2022 and layover County Board Minutes of November 22, 2022, seconded by Board Member Nabors. Motion was a unanimous vote of all members present. (Board Member Guevara abstained.)

### **CONSENT AGENDA**

8. Chairman Chiarelli entertained a motion to approve the Consent Agenda for December 8, 2022. Board Member McCarthy made a motion to approve the Consent Agenda which includes the Raffle Report and Auditor's Report, seconded by Board Member Crosby. Motion was a unanimous vote of all members present.

### **APPOINTMENTS**

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

Chairman Chiarelli read for the first reading of the Appointment (As listed below.) Discussion by Board Member Webster. Board Member Fellars made a motion to suspend the rules on the Appointment (as listed below.), seconded by Board Member Goral. Motion to suspend the rules was approved by a unanimous vote of all members present. Board Member Fellars made a

motion to approve the Appointment, seconded by Board Member Guevara. Motion was approved by a unanimous vote of all members present.

A. Zoning Board of Appeals, Annual Compensation: None

1. Ernie Fuhr (New Appointment), Rockford, Illinois, to fulfill the remainder of Ed Conklin's term expiring May 2024

## **REPORTS FROM STANDING COMMITTEES**

### **FINANCE COMMITTEE**

10. Board Member Butitta announced the next Finance Committee meeting will be held December 15, 2022.

### **ZONING COMMITTEE**

11. No Report.

### **ECONOMIC DEVELOPMENT COMMITTEE**

12. Board Member Sweeney made a motion to approve a Resolution Approving the American Rescue Plan (ARP) Funds for Economic Impact Program for the Chairman's Initiative Group Five (5) Projects, seconded by Board Member Fellars. Discussion by Board Member Guevara. Motion was approved by a unanimous vote of all members present.

Board Member Sweeney announced the next Economic Development Committee will meet Monday, December 12, 2022.

### **OPERATIONS & ADMINISTRATIVE COMMITTEE**

13. No Report.

### **PUBLIC WORKS COMMITTEE**

14. Board Member Tassoni announced the next scheduled Public Works Committee meeting will be Tuesday, December 13, 2022.

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

15. No Report.

### **UNFINISHED BUSINESS**

**16. Appointments Read in October 27, 2022**

Board Member Goral made a motion to approve the Appointments (as listed below.), seconded by Board Member McCarthy. Motion was approved by a unanimous vote of all members present.

A. Rockford Hebrew Cemetery Association, Annual Compensation: None

1. Theodore Liebovich (Reappointment), Rockford, Illinois, October 2022 to October 2028
2. Jay Kamin (Reappointment), Rockford, Illinois, October 2022 to October 2028

**ANNOUNCEMENTS & COMMUNICATION**

17. 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. Braidwood Station, Units 1 and 2 and Byron Station, Unit Nos. 1 and 2 – Proposed Alternative to the Requirements of the American Society of Mechanical Engineers Boiler & Pressure Vessel Code (EPIDS L-2021-LLR-0035 and L-2021-LLR-0036)
- b. Summary of October 6, 2022, Closed Presubmittal Meeting between the U.S. Nuclear Regulatory Commission and Constellation Energy Generation, LLC, Regarding Transition to Framatome Fuel (EPID L-2022-LRM-0071)
- c. Summary of August 22, 2022, Meeting between the U.S. Nuclear Regulatory Commission and Constellation Energy Generation, LLC. Regarding Performance Monitoring of Steam Generator Welds (EPIDS L-2021-LLR-0074, 0076, 0079, 0091, 0092, 0093 and 0094)
- d. Byron Station, Unit No. 2 – Audit Plan in Support of Review of License Amendment Request Regarding Reinsertion of a High Burnup Accident Tolerant Fuel Lead Test Assembly (EPID L-2022-LLA-0131)
- e. Federal Register / Vol. 87, No. 228 /Tuesday, November 29, 2022 / Notices

B. County Clerk Gummow submitted from Theresa Grennan, Chief Deputy Winnebago County Treasurer the following:

- a. Winnebago County Treasurer Bank Balances – October, 2022
- b. Collateralization Report – as of October 31, 2022
- c. Investment Report - as of November 1, 2022

Board Member Webster spoke of a conversation the fire chief and himself had regarding ARP funding.

Board Member Tassoni welcomed the new Board Members.

Board Member Crosby thanked the Board Members for their support.

Board Member Sweeney thanked the Board Members for their support.

Board Member Lindmark spoke of his disappointment regarding discussion at caucus and committee structures.

Board Member McCarthy welcomed the new board members and spoke of the attack on Pearl Harbor. Discussion by Board Member Webster.

County Administrator Thompson thanked Scott Lewandowski of Memorial Hall for making arrangements to host Board Meetings and reported that the goal is to be back into the Board room by the next Board Meeting.

Board Member Arena spoke of scheduling Nancy Sylvester training.

#### ADJOURNMENT

18. Chairman Chiarelli entertained a motion to adjourn. County Board Member Webster moved to adjourn the meeting, seconded by Board Member Thompson. Motion was approved by a voice vote. The meeting was adjourned at 7:01 p.m.

Respectfully submitted,



Lori Gummow  
County Clerk  
ar

**REGULAR ADJOURNED MEETING  
WINNEBAGO COUNTY BOARD  
DECEMBER 22, 2022**

1. Chairman Chiarelli Called to Order the Regular Adjourned Meeting of the Winnebago County Board for Thursday, December 22, 2022 at 6:00 p.m.
2. Board Member Tassoni gave the invocation and led the Pledge of Allegiance.
3. Agenda Announcements: None.
4. Roll Call: 13 Present. 7 Absent. (Board Members Arena, Butitta, Crosby, Guevara, Hanserd, Lindmark, McDonald, Nabors, Penney, Scrol, Sweeney, Tassoni, and Thompson. (Board Members Booker, Fellars, Goral, Hoffman, McCarthy, Salgado, and Webster were absent.)

Board Member Goral joined at 6:02 p.m.

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

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

**APPROVAL OF MINUTES**

6. Chairman Chiarelli entertained a motion to approve the Minutes. Board Member Nabors made a motion to approve County Board Minutes of November 22, 2022 and layover County Board Minutes of December 8, 2022, seconded by Board Member Thompson. Motion was approved by a roll call vote of 14 yes votes. (Board Members Booker, Fellars, Hoffman, McCarthy, Salgado, and Webster were absent.)

**CONSENT AGENDA**

7. Chairman Chiarelli entertained a motion to approve the Consent Agenda for December 22, 2022. Board Member Crosby made a motion to approve the Consent Agenda which includes the Raffle Report and Auditor's Report, seconded by Board Member Nabors. Motion was approved by a roll call vote of 14 yes votes. (Board Members Booker, Fellars, Hoffman, McCarthy, Salgado, and Webster were absent.)

## **APPOINTMENTS**

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

Board Member Webster joined at 6:10 p.m.

## **REPORTS FROM STANDING COMMITTEES**

### **FINANCE COMMITTEE**

9. Board Member Butitta made a motion to approve a Resolution Authorizing County Contribution for State's Attorneys Appellate Prosecutor's Program, seconded by Board Member Thompson. Discussion by Board Member Butitta. Motion was approved by a roll call vote of 15 yes votes. (Board Members Booker, Fellars, Hoffman, McCarthy, and Salgado were absent.)
10. Board Member Butitta made a motion to approve a Resolution to Approve Purchase of Vehicle for ESDA Coordinator with ARP Funds, seconded by Board Member Crosby. Discussion by Board Members Butitta and Goral. Motion was approved by a roll call vote of 15 yes votes. (Board Members Booker, Fellars, Hoffman, McCarthy, and Salgado were absent.)
11. Board Member Butitta made a motion to approve a Resolution to Fund Water Resources Strategic Plan with ARPA Phase IV Funds, seconded by Board Member Penney. Discussion by Board Member Butitta. Motion was approved by a roll call vote of 15 yes votes. (Board Members Booker, Fellars, Hoffman, McCarthy, and Salgado were absent.)
12. Board Member Butitta made a motion to approve a Resolution to Fund Baker Tilly Professional Services for River Bluff Nursing Home, seconded by Board Member Hanserd. Discussion by Board Member Butitta. Motion was approved by a roll call vote of 15 yes votes. (Board Members Booker, Fellars, Hoffman, McCarthy, and Salgado were absent.)

### **ZONING COMMITTEE**

13. No Report.

### **ECONOMIC DEVELOPMENT COMMITTEE**

14. Board Member Sweeney made a motion to approve a Resolution Granting Authority to the Winnebago County Board Chairman to Execute the Documents Necessary to Complete a Loan for \$100,000 from the Revolving Loan Fund to Spare Part Solutions, Inc. and Kebby Industries, Inc., seconded by Board Member Nabors. Motion was approved by a roll call vote of 15 yes votes. (Board Members Booker, Fellars, Hoffman, McCarthy, and Salgado were absent.)



15. Board Member Sweeney made a motion to approve a Resolution Abating Property Taxes on Property Located at 6164 All World Way, Roscoe, Illinois Specifically Identified as Property Index Number 04-15-300-020 and Commonly Known as All World Machinery Supply, Inc., seconded by Board Member Lindmark. Discussion by Board Member Sweeney. Motion was approved by a roll call vote of 15 yes votes. (Board Members Booker, Fellars, Hoffman, McCarthy, and Salgado were absent.)

Board Member Sweeney announced an upcoming Economic Development Committee meeting scheduled on January 3, 2023 at 5:30 p.m.

### **OPERATIONS & ADMINISTRATIVE COMMITTEE**

16. Board Member McDonald made a motion to approve a Resolution Awarding Annual Fire Alarm Inspection Services, seconded by Board Member Butitta. Motion was approved by a roll call vote of 15 yes votes. (Board Members Booker, Fellars, Hoffman, McCarthy, and Salgado were absent.)
17. Board Member McDonald made a motion to approve a Resolution Approving Emergency Agreement With Terracon, seconded by Board Member Penney. Motion was approved by a roll call vote of 15 yes votes. (Board Members Booker, Fellars, Hoffman, McCarthy, and Salgado were absent.)
18. Board Member McDonald read in for the first reading of an Ordinance Amending Chapter 14 of the Winnebago County Code of Ordinance Regarding Registration Fees for Dogs and Cats to be Laid Over. Board Member McDonald made a motion to suspend the rules, seconded by Board Member Guevara. Motion to suspend was approved by a roll call vote of 15 yes votes. (Board Members Booker, Fellars, Hoffman, McCarthy, and Salgado were absent.) Board Member McDonald made a motion to approve the Ordinance, seconded by Board Member Thompson. Discussion by Animal Services Administrator Frazier and Board Members Goral and Arena. Motion was approved by a roll call vote of 15 yes votes. (Board Members Booker, Fellars, Hoffman, McCarthy, and Salgado were absent.)
19. Board Member McDonald read in for the first reading of an Ordinance Amending Chapter 2, Article II, Division 4 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 Guevara. Motion to suspend was approved by a roll call vote of 14 yes votes and 1 no vote. (Board Member Nabors voted no.) (Board Members Booker, Fellars, Hoffman, McCarthy, and Salgado were absent.) Board Member McDonald made a motion to approve the Ordinance, seconded by Board Member Penney. Board Member Guevara made a motion to amend, seconded by Board Member Sweeney. Discussion by Chief of the Civil Bureau Vaughn and Board Members Tassoni, Sweeney, Nabors. Board Member Guevara called for a point of order. Further discussion by Board Members Webster, Guevara, and Nabors. Board Member Arena called for a point of order. Motion to amend was approved by a roll call vote of 11 yes and 4 no votes. (Board Members Goral, Hanserd, Scrol, and Tassoni voted no.) (Board Members Booker, Fellars, Hoffman, McCarthy, and Salgado were absent.) Board Member Nabors made a motion to amend to strike out the first sentence. Board Member Guevara called for a point of order. Discussion by Chief of the Civil Bureau Vaughn and Board Members Guevara, Nabors, Arena, Sweeney, and Scrol. Board Member Nabors removed his amendment. Board Member Nabors made a motion to

send back to the Operations & Administrative Committee, seconded by Board Member Tassoni. Discussion by County Administrator Thompson and Board Members Arena, Nabors, Crosby, Tassoni, Scrol, Sweeney, and Guevara. Board Member Nabors removed his motion to send back to committee. Board Member Tassoni called the question. Further discussion by Board Member Goral. Motion to call the question was approved by a roll call vote of 15 yes votes. (Board Members Booker, Fellars, Hoffman, McCarthy, and Salgado were absent.) Motion to send back to committee failed by a roll call of 9 no and 6 yes votes. (Board Members Arena, Butitta, Guevara, Lindmark, McDonald. Penney, Sweeney, Thompson, and Webster voted no.) (Board Members Booker, Fellars, Hoffman, McCarthy, and Salgado were absent.) Discussion by Chief of the Civil Bureau Vaughn and Board Members Tassoni, Guevara, Arena, and Sweeney. Motion to approve the amended Ordinance was approved by a roll call vote of 13 yes and 2 no votes. (Board Members Scrol and Tassoni voted no.) (Board Members Booker, Fellars, Hoffman, McCarthy, and Salgado were absent.)

### **PUBLIC WORKS COMMITTEE**

20. Board Member Tassoni made a motion to approve Agenda Items 2., 3., and 6. (as listed below.), seconded by Board Member Crosby. Discussion by Board Member Tassoni. Motion was approved by a roll call vote of 15 yes votes. (Board Members Booker, Fellars, Hoffman, McCarthy, and Salgado were absent.)
  2. (22-039) Resolution Authorizing the Approval of a Change in Plans to Reconcile Bid Quantities with As-built Quantities for Charles Street Resurfacing from Alpine Road to Mulford Road (Section: 21-0068-00-RS).
  3. (22-040) Resolution Authorizing the Execution of an Intergovernmental Agreement Between the County of Winnebago, The City of South Beloit, The Village of Winnebago and Rockford Township for the Coordination of a SPA Grant.
  6. (22-043) Resolution Authorizing the Approval of a Change in Plans to Reconcile Bid Quantities with As-Built Quantities for Latham Road Resurfacing from Meridian Road to Owen Center Road (Section: 21-00700-00RS).
21. Board Member Tassoni made a motion to approve Agenda Items 4. and 5. (as listed below.), seconded by Board Member Nabors. Discussion by Board Member Tassoni. Motion was approved by a roll call vote of 15 yes votes. (Board Members Booker, Fellars, Hoffman, McCarthy, and Salgado were absent.)
  4. (22-041) Resolution Authorizing the Purchase of a Skid Steer Loader.
  5. (22-042) Resolution for Award of Maintenance of Traffic Signals on the County Highway System and the Appropriation of MFT Funds (Section: 22-00711-00-TL).

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

22. No Report.

### UNFINISHED BUSINESS

23. Board Member Tassoni spoke of remote meetings.

Board Member Webster spoke of a past conversation with the fire chiefs.

Board Member Sweeney agreed with Board Member Tassoni's statement regarding remote meetings.

Board Member Thompson wished all a Merry Christmas and Happy New Year.

### NEW BUSINESS

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

### ANNOUNCEMENTS & COMMUNICATION

25. County Clerk Gummow submitted the Items Listed Below as Correspondence which were "Placed on File" by Chairman Chiarelli:

- A. County Clerk Gummow submitted from the United States Nuclear Regulatory Commission the following:
- a. Byron Station Unit 1 Request for Information for an NRC Post-Approval Site Inspection for License Renewal Inspection Report 05000454/2023010.
  - b. Federal Register/Vol. 87, No. 233/Tuesday, December 6, 2022/Notices
  - c. Braidwood Station, Units 1 and 2; Byron Station, Unit Nos. 1 and 2; Calvert Cliffs Nuclear Power Plant, Units 1 and 2; Clinton Power Station, Unit No. 1; Dresden Nuclear Power Station, Units 2 and 3; LaSalle County Station, Units 1 and 2; Limerick Generating Station, Units 1 and 2; Nine Mile Point Nuclear Station, Units 1 and 2; Peach Bottom Atomic Power Station, Units 2 and 3; Quad Cities Nuclear Power Station, Units 1 and 2; and R.E. Ginna Nuclear Power Plant –Request to Authorize Use of Honeywell Mururoa V4F1 R Supplied Air Suits (EPID L-2022-LLL-0011).
  - d. Byron Station – Material Control and Accounting Program Inspection Report 05000454/2022405 and 05000455/2022405.
  - e. Operator Licensing Examination Approval – Byron Station, December 2022.
- B. County Clerk Gummow submitted from the Illinois Environmental Protection Agency a Public Notice Renewal of the Federally Enforceable State Operating Permit Rust-Oleum Corp in Rockford.

Board member Goral reminded the Board that the holidays bring peace on earth to all.

Chairman Chiarelli wish all a Merry Christmas and a Happy New Year.

## ADJOURNMENT

26. Chairman Chiarelli entertained a motion to adjourn. County Board Member Webster moved to adjourn the meeting, seconded by Board Member Guevara. Motion was approved by a voice vote. The meeting was adjourned at 7:35 p.m.

Respectfully submitted,



Lori Gummow  
County Clerk  
ar

# **CONSENT AGENDA**

## RAFFLE APPLICATION REPORT

Presently the County Clerk's office has Raffle Applications submitted by  
3 different organizations for 3 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
30844	1	JUNIOR LEAGUE OF ROCKFORD	01/28/2023-01/28/2023	\$500.00
30845	1	ROCKFORD HOCKEY CLUB	01/18/2023-02/28/2023	\$4,999.99

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
30846	1	JEFFERSON HORTON AMERICAN LEGION POST # 340	01/13/2023-01/13/2024	\$4,999.99

This concludes my report,

Deputy Clerk

*Kathleen M. Clausen*

LORI GUMMOW  
Winnebago County Clerk

Date

12-Jan-23

County Board Meeting: 1/12/23


RESOLUTION

TO THE HONORABLE COUNTY BOARD OF WINNEBAGO COUNTY:

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

	<u>FUND NAME</u>		<u>RECOMMENDED FOR PAYMENT</u>
001	GENERAL FUND	\$	768,070
101	PUBLIC SAFETY TAX	\$	135,633
103	DOCUMENT STORAGE FUND	\$	7,164
105	VITAL RECORDS FEE FUND	\$	40
106	RECORDERS DOCUMENT FEE FUND	\$	9,586
107	COURT AUTOMATION FUND	\$	270
114	911 OPERATIONS FUND	\$	46,480
115	PROBATION SERVICE FUND	\$	24,824
120	DEFERRED PROSECUTION PROGRAM	\$	6,163
126	LAW LIBRARY	\$	8,936
131	DETENTION HOME	\$	30,814
155	MEMORIAL HALL	\$	6,656
158	CHILD ADVOCACY PROJECT	\$	368
161	COUNTY HIGHWAY	\$	105,385
163	FEDERAL AID MATCHING FUND	\$	9,375
164	MOTOR FUEL TAX FUND	\$	15,902
165	TOWNSHIP HIGHWAY FUND	\$	3,519
169	HIGHWAY REBUILD IL GRANT	\$	1,482
181	VETERANS ASSISTANCE FUND	\$	2,554
185	HEALTH INSURANCE	\$	233,719
194	TORT JUDGMENT & LIABILITY	\$	1,681,054
196	MENTAL HEALTH TAX FUND	\$	226,921
200	2013A SERIES REFUNDING BONDS	\$	428
218	BAXTER ROAD TIF FUNDS	\$	504
301	HEALTH GRANTS	\$	116,443
302	SHERIFF'S DEPT GRANTS	\$	90,733
309	CIRCUIT COURT GRANT FUND	\$	95,171
313	AMERICA RESCUE PLAN	\$	514,629
314	CJCC GRANTS FUND	\$	17,893
401	RIVER BLUFF NURSING HOME	\$	364,676
410	ANIMAL SERVICES	\$	36,445
420	555 N COURT OPERATIONS FUND	\$	8,762
430	WATER FUND	\$	137
501	INTERNAL SERVICES	\$	31,901
743	CAPITAL PROJECTS FUND	\$	48,110
	TOTAL THIS REPORT	\$	4,650,747

The adoption of this report is hereby recommended:

  
William Crowley, County Auditor

ADOPTED: This 12th day of January 2023 at the City of Rockford, Winnebago County, Illinois.

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

ATTEST:

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



# Appointments



# Joseph V. Chiarelli

County Board Chairman

## County of Winnebago

### Executive Summary

Date: January 12, 2023

From: County Board Chairman Joseph V. Chiarelli

Topic: **Board Appointment**

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

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

**Recommendation:** County Board Chairman Joseph V. Chiarelli recommends Jim Knutson, Rockford, Illinois, Teresa Gobeli, Winnebago, Illinois, Trent Brass, Rockford, Illinois, Bob Nieman, Rockford, Illinois, Jay Ferraro, Rockford, Illinois, Steve Schultz, Roscoe, Illinois, Frank Perrecone, Rockford, Illinois, Bernice Marinelli, Rockford, Illinois, John Butitta, Rockford, Illinois to serve 4-year terms from March, 2023 – March 2027 on the **River Bluff Board of Directors**

River Bluff Board of Directors	
<i>Location:</i>	County Board Office, 404 Elm St., Rockford, IL 61101
<i>Service Description:</i>	The County has identified the need for River Bluff Nursing Home to have more oversight over its business operations and create strategic goals in becoming economically viable and have long term success.
<i>Board Composition:</i>	The River Bluff Nursing Home Board of Directors shall be comprised of nine (9) members, including one (1) County Board member appointed by the Winnebago County Board Chairman with the advice and consent of the Winnebago County Board. They shall be representative of the community and with specific expertise in the areas of: health care, finance/banking, accounting, social services, human resources and marketing
<i>Term of Office:</i>	Each Board member shall hold office for a term of (4) years. Each Board member, including a Board member appointed to fill a vacancy, shall hold office until expiration of the term for which appointed or until a successor has been appointed and qualified. Board members may be reappointed to successive terms, provided no Board member may serve for more than three (3) consecutive (4) year terms
<i>Bond:</i>	None
<i>Attorney:</i>	State's Attorney
<i>Compensation:</i>	None
<i>Meetings:</i>	To be determined
<i>Origin of Entity:</i>	Established by county ordinance 2022 CR 142
<i>Property Tax/Funding:</i>	levies an annual property tax, charges for services and replacement tax.
<i>Consolidation/Dissolution Plans:</i>	If applicable

October 26, 2022

Winnebago County Board  
[boardoffice@admin.wincoil.gov](mailto:boardoffice@admin.wincoil.gov)

Ladies and Gentlemen:

I am interested in serving on the new River Bluff Board of Directors.

Providing safe and compassionate nursing care within a stable financial framework plan requires a collaborative and transparent approach that includes public and private sector members of healthcare providers, government, financial and spiritual communities to achieve our collective goals for long-term effective outcomes.

I have been a member of the Winnebago County Crime and Public Safety Commission since 2013, a Board member and immediate past chair of the Rockford Regional Health Council and lived and worked in Rockford for the past 47 years. My two daughters live in the area with their husbands and my three grandsons.

I have seen the impact of healthcare issues on individuals and the collective community. I have also seen the results of efforts by individuals and organizations in the community to improve healthcare and the quality of life in our area. During the past two years, the Health Council has examined how social determinants such as education, poverty and crime affect health and how supporting collaborative efforts by The Park District, YMCA and Boys & Girls Club enhance the quality of life. As risk manager at Rockford Acromatic Products, we have supported the Machinist Training initiative developed by Rock Valley College and the Winnebago County Sheriff's Department.

My unique combination of knowledge and experience in both fiscal responsibility and community compassion will be an asset to the Board of Directors for River Bluff. I look forward to participating in developing and evaluating innovative and meaningful solutions to create a widely respected and fiscally solvent nursing facility at River Bluff. I have attached my resume for your consideration.

If you have questions about my application please do not hesitate to contact me at 815-871-8695 or [agcjim@gmail.com](mailto:agcjim@gmail.com).

Very truly yours,

Jim Knutson  
5018 Bent Tree Court  
Rockford, IL 61114



Thomas M. Schiller, MD  
UW Health-Northern Illinois  
2550 Charles Street  
Rockford, IL 61108  
(815) 985-5240  
22 November, 2022

Joseph V. Chiarelli  
Chair  
Winnebago County Board  
404 Elm Street, Room 533  
Rockford, Illinois, 61101

Dear Chairman Chiarelli,

River Bluff Nursing Home fills an important need in our county, so I was pleased to learn you and the Winnebago County Board have identified the importance of creating a River Bluff Nursing Home Board of Directors. Their work will help improve the chance that this vital facility will continue to be available for our citizens.

Because the work of that board is so important, I am writing in support of someone I have had the opportunity to work with, Teresa Gobeli. I believe she has the personal and professional skills that will make her an asset for this role, an assessment I make from having worked with her in my role as chair of the Northern Illinois Hospice Quality Committee. She was instrumental in guiding us through our rigorous initial accreditation by The Joint Commission.

The Joint Commission is the highest recognition in ambulatory health care, focusing on quality, safety, and process improvement, and Teresa provided expertise and leadership as she helped us successfully navigate the accreditation process, drawing on her education in nursing, business, and health services administration as well as over thirty years of professional experience, much of it in the world of long term and end of life care.

Teresa is intelligent, motivated, and collaborative. She is able to take in and process information, and she is able to communicate well with whatever team she is on. Please let me know if you would like to further discuss her capabilities, but I am sure she would be an exceptional and effective member of the River Bluff Nursing Home Board of Directors.

Sincerely,

A handwritten signature in blue ink that reads "Thomas M. Schiller".

Thomas M. Schiller



First in *caring* for life's final months

November 14, 2022

Mr. Joseph V Chiarelli, Chair  
Winnebago County Board  
404 Elm Street, Room 533  
Rockford IL 61101  
[boardoffice@admin.wincoil.gov](mailto:boardoffice@admin.wincoil.gov)

Dear Chairman Chiarelli:

As a longtime local healthcare administrator and Winnebago County taxpayer, I am so pleased to learn that the Winnebago County Board has decided to establish a separate board for River Bluff Health and Rehabilitation and will appoint local experts as directors.

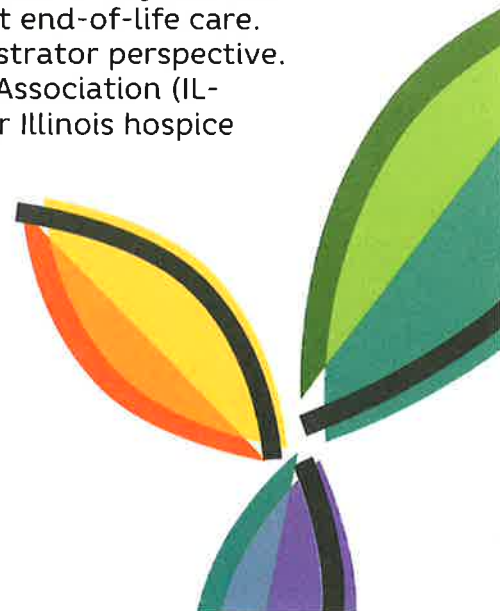
It is my pleasure to recommend Teresa Gobeli RN BSN BS MHSA for an appointment. A Winnebago resident, Ms. Gobeli has more than 30 years of health care experience, including 16 years in management and administration.

With degrees in nursing and healthcare administration, Ms. Gobeli has served as a nurse manager and director. As a hospice administrator and manager, she was responsible for overseeing the care and support of individuals facing a life limiting illness, including residents of skilled nursing facilities.

Most recently, I coaxed her out of retirement, and she has worked on my staff as an expert resource to our clinical team. Last year, she helped us earn The Joint Commission's Gold Seal of Approval® for Home Care Accreditation by demonstrating compliance with its performance standards. She served as our organization's point person through the accreditation process.

Ms. Gobeli has also served as an instructor for Northern Illinois University and End-of-Life Care (ELNEC), teaching students and professionals about end-of-life care. She also has board experience from both a director and administrator perspective. Her experience includes the Illinois Hospice and Palliative Care Association (IL-HPCO), which focused on matters impacting end-of-life care for Illinois hospice providers and citizens.

Nursing home administration is complex: quality and safety standards; clinical management; financial stewardship; regulatory compliance and risk management; staff



recruitment and retention; marketing; facilities management; resident and family satisfaction; among others. I can assure you that Ms. Gobeli has experience in all of these areas.

In addition to expertise, Ms. Gobeli also possessed the kindness and heart that are essential for mission-based leadership and stewardship. She is passionate about retaining the local governance of River Bluff as she believes skilled nursing care is an essential county service and that we have an obligation to care for our most vulnerable residents – and to care for them well.

We are in a time when many nursing facilities across our state and nation have drifted from local, mission-based management to a for-profit, out of town management model. Strong, local leadership increases the likelihood that Winnebago County residents will have quality and safe skilled nursing care available to them when they need it. As Ms. Gobeli said to me recently, “We all will have loved ones in need of nursing home care, and we want the best to be available to them.”

It is my hope that you appoint Ms. Gobeli to the River Bluff Health and Rehabilitation Board of Directors. Her expertise and service orientation will serve Winnebago County well. If I may provide additional information, please contact me at (779) 210-3535 or [lnovak@niha.org](mailto:lnovak@niha.org).

Sincerely,

A handwritten signature in cursive script, reading "Lisa Novak", followed by a horizontal line extending to the right.

Lisa Novak  
Chief Executive Officer

November 16, 2022

Mr. Joseph V. Chiarelli, Chair  
Winnebago County Board  
404 Elm Street, Room 533  
Rockford IL 61101  
[boardoffice@admin.wincoil.gov](mailto:boardoffice@admin.wincoil.gov)

Dear Chairman Chiarelli:

I recently heard about Winnebago County's development of a governing board to assist with the oversight of River Bluff Health and Rehabilitation. I would like to share with you my interest in serving on this board. I have worked in health care for over 30 years with the majority of those years in a management capacity. I am including my resume for your review.

I am currently employed with Northern Illinois Hospice. For many years, I have worked in hospice and palliative care, focused on end-of-life care of individuals in both skilled nursing facilities and homes. I have Bachelor's degrees in Nursing and Business Management and a Masters in Health Services Administration. My experience and education make me uniquely qualified for this appointment.

I believe in the continuance of a skilled nursing facility that provides quality care available under the supervision of local leaders. Over the years I have been in many facilities and the conditions vary greatly. I had an opportunity to talk with a director of nursing this year following the Covid health care crisis. When I asked her how she was doing she began to cry. She had worked many double shifts and more to take care of the residents during a time of staffing shortages and patients with high acuity. I share this because the facility was owned by a for profit company from out of state. These owners place tight restrictions on the finances to insure profit. This facility had some of the worst conditions I have seen, yet the nurses and the staff do everything to provide the care that is needed with compassion. I believe in providing the resources and education required for healthcare workers to give excellent care. This is one of the reasons why I feel the residents of Winnebago county need to have an outstanding nursing facility that will meet their needs for years to come.

Thank you for your consideration. I welcome any questions you might have. Please reach me at [tgobeli@niha.org](mailto:tgobeli@niha.org) or 608-214-8971. I look forward to hearing from you.

Sincerely,

A handwritten signature in cursive script that reads "Teresa Gobeli". The ink is dark and the signature is fluid, with the first name "Teresa" and last name "Gobeli" clearly distinguishable.

Teresa Gobeli BSN, BS, MHSA

Enc. Resume

# TERESA GOBELI

4175 Westridge Drive | Winnebago, IL 61088 | (608) 214-8971 | rtgobe@comcast.net

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## PROFESSIONAL SUMMARY

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Health care professional with over 30 years of experience in clinic, hospital, hospice, and home health settings. Proven, fiscally responsible business acumen. Passionate about quality patient care and satisfaction results. Experienced in relationship building with skilled nursing, including establishing contracts, education and team building to provide end-of-life care for facility residents. Experienced in change management and program optimization promoting nursing practice and facilities, program efficiency. Successful with program start-up, electronic medical record transitions, policy development and strategic planning. Excellent working relationships with physicians.

### *Signature Strengths:*

- Program and Project Management
- Strategy, Mission, & Vision Planning
- Communication & Collaboration
- Budgeting & Resource Allocation
- Policy Development
- Quality & Regulatory Compliance
- Employee Engagement & Retention
- Patient Care, Safety & Experience
- Multidisciplinary Collaboration
- Joint Commission Accreditation

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## PROFESSIONAL EXPERIENCE

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### **NORTHERN ILLINOIS HOSPICE, Rockford, IL**

**2019- Present**

A non-profit, community-based, Medicare Certified Hospice program.

#### **Resource Nurse**

After assisting with the organization's successful initial survey for Joint Commission accreditation, I was hired as a resource nurse in the Quality and Compliance department. Responsibilities include:

- Monitoring of Joint Commission standards and processes
- Employee and student education
- Policy development and review
- Competency development/implementation
- Orientation education and skills development
- On site Covid testing
- Clinical leader interview templates/skills

#### **Consultant**

I was hired to assist with Joint Commission accreditation. In this role, I worked with leadership to ensure Joint Commission standards were met through education and development of required policies.

### **NORTHWESTERN MEDICINE HOSPICE, Carol Stream, IL & DeKalb, IL**

**2014 – 2019**

A nonprofit, community-based hospice providing quality end-of-life care and bereavement support.

#### **Director, Northwestern Medicine Hospice**

As a Director of established Medicare Certified hospice programs, I was responsible for annual budget development; development and revision of program policies; management of a volunteer-based Transitions Program; and development of Board of Director meeting agendas and follow up.

- Achieved program goals upon hire after large program deficits.
- Updated and renewed skilled facility contracts. Provided facility staff education and training improving proficiency with end-of-life care and symptom management.
- Restructured staffing, which achieved cost savings and boosted productivity.
- Achieved an initial Joint Commission survey and maintained Accreditation with minimal corrections required.
- Maintained program high quality and patient/family satisfaction of the 99<sup>th</sup> percentile.
- Participated in numerous committees including Advanced Care Planning Team; Senior Leader Chair of Nurses Day Recognition; KishHealth System Ethics Committee; and EPIC Build Team.



**BELOIT REGIONAL HOSPICE, Beloit, WI****2012 – 2013**

A nonprofit community-based hospice providing comfort and quality of life care for patients when prolongation of life is no longer the goal.

**Director, Patient Services**

Responsible for the management of the patient care team, quality, compliance with Illinois, Wisconsin and federal regulations, staff education; program development; budgeting; contract negotiation; and program growth.

- Participated in numerous committees, including Chair of Ethics, Beloit Regional Hospice; Palliative Care, St. Mary's; Palliative Care, Beloit Memorial Hospital; and Hospice Regional Collaborative.
- Promoted growth and relationships with current and new skilled nursing facilities. Provided education to facility staff on end-of-life care for the residents.

**MONROE CLINIC, Monroe, WI****2005 – 2012**

A multi-specialty healthcare center.

**Coach of Family Practice, Float Pool, and Fast Care, 2011 – 2012**

- Coached and mentored clients and provided customer service.
- Developed department strategic planning with team.
- Practiced quality and employee service standards.
- Collaborated with providers, team members, and peers to meet goals.
- Participated in several committees, including Chair, Mission Integration; Chair, Nurses Week Celebration; and Monroe Clinic Ethics.

**Rheumatology Triage Nurse, 2007 – 2011**

- Answered phone calls for two Rheumatology physicians.
- Obtained information and instructed patients as per standing orders and as directed by physicians.
- Educated patients on the use of newly prescribed injectables and other areas of patient care.

**Availability Registered Nurse, Monroe Clinic Hospice 2005 – 2006**

Responsible for home visits to hospice patients and completion of documentation.

**OSF HOME CARE, Rockford, IL****2001 – 2004**

A non-profit hospital-based hospice providing home care for symptom management, comfort, and pain control to patients residing in their home or skilled nursing facility.

**Director of Hospice**

Recruited for this position to initiate a hospice program within a home health agency.

- Achieved successful Illinois state license, Federal Medicare, state Medicaid requirements, and JCAHO accreditation.
- Provided education to existing staff and hired personnel to comprise the hospice interdisciplinary team.
- Initiated contracts with local skilled nursing facilities and worked in collaboration with skilled nursing facility staff to provide hospice services.
- After one year as an established program, maintained a daily census of thirty while maintaining high patient and family satisfaction with program outcomes.
- Initiated collaboration with hospice programs within the market area to promote end-of-life care.
- Provided education to members of the health care community including Physician Grand Rounds.
- Worked in collaboration with Rock Valley College to provide college accredited education on end-of-life care].
- Served as a Committee Member Home Care Ethics; Hospice Education Collaborative; Hospice Volunteer Council Facilitator; and Hospice Bereavement Council Facilitator.

**ROCKFORD HEALTH SYSTEM, Rockford, IL**

**1994 – 2001**

**Triage Nurse Internal Medicine, Rockford Clinic 1999 – 2001**

- Provided phone communication with patients for eight physicians, including patient teaching, ordering lab tests and medications as per established protocols.
- Directed patients to the appropriate level of care identifying emergency situations.
- Functioned as physician's primary RN, and other clinic duties.

**Nurse Manager, Oncology Inpatient Unit and Cancer Registry, 1998 – 1999**

- Rebuilt a nursing unit, hiring the majority of the workforce. Implemented training of employees for transition to critical level of patient care to accommodate stem cell transplantation program.
- Served as a charge nurse and resource for team members.
- Completed computerized budgetary process.
- Worked in patient care and completed chemotherapy certification to accommodate patient care needs.

**Hospice Director, Visiting Nurses Association Hospice, 1994 – 1998**

Managed the Hospice Program responsible for personnel and fiscal accountability; assurance of Medicare, state licensure requirements; and JCAHO accreditation.

- Negotiated and secured contracts with long-term care facilities. Developed policies and established mutually beneficial working relationships.
- Interviewed on News Hour with Jim Lehrer feature regarding Hospice reimbursement issues and fraudulent billing practices.
- Identified need for a Bridge Program and led a task force in the development and successful implementation.
- Transitioned to Rockford Health System after merger with Visiting Nurses Association.

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**FACULTY EXPERIENCE**

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NORTHERN ILLINOIS UNIVERSITY, DeKalb, IL

2014- 2018

**Guest Faculty****Hospice and End of Life Decisions**

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**EDUCATION / LICENSURE**

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**Bachelor of Science in Nursing**, Chamberlain College of Nursing, Addison, IL  
**Master of Health Care Services Administration**, University of Saint Francis, Joliet, IL  
**Bachelor of Science in Business Administration**, Edgewood College, Madison, WI  
**Associate of Applied Science in Nursing**, Highland Community College, Freeport, IL

Professional Registered Nurse  
State of Illinois, #041-213518 (active)  
State of Wisconsin, #62352 (active)

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**CERTIFICATIONS**

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Certified Respecting Choices Facilitator and Instructor  
Certified End-of-Life Nursing Education Consortium Trainer

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**RECENT BOARD INVOLVEMENT**

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Member, Illinois Hospice and Palliative Care Board of Directors, 2014 – 2018  
Member, KishHealth System Foundation Board of Directors, 2014 – 2018  
Member, Board of Directors, Monroe Country Club 2011 – 2013  
Member, Board of Directors Green County United Way  
Vice President 2010-2011, President 2008-2010, Vice-President 2007 – 2008  
Member, Board of Directors, Wisconsin Innkeepers Association 2005 – 2008

November 16, 2022

Re: Letter of Recommendation

To Whom It May Concern:

Hello, my name is Brian Maschke and I'm writing to recommend Trent Brass for the newly created River Bluff Nursing Home Board of Directors. Having known Mr. Brass for over 15 years, he is a proven leader within our community with a strong track record of team building, executive leadership, and superior management. Mr. Brass is person of sound character and integrity, he is highly motivated and able to enhance organizational communication while focusing on fiscal responsibility. Therefore, I'm highly recommending Trent Brass to this newly created board. He will be a great asset!

Respectfully,

Brian Maschke

November 17, 2022

TO: Winnebago County Board  
RE: Trent Brass  
Application for River Bluff Nursing Home Board of Directors

I have had the distinct pleasure of working with Trent Brass for over 7 years in his capacity as an Emergency Medical Services Educator and Mobile Integrated Healthcare (Community Paramedic) Manager at SwedishAmerican Hospital and Paramedic/Firefighter at Rockford Fire Department. Trent is an exceptionally intelligent, hardworking individual who has always strived and exceeded to be the best at his chosen profession.

While Trent has many professional assets, one of his strongest is his problem-solving capabilities. He also has the ability to obtain the trust of his students and patients quickly, a skill that seems to come to him naturally. He has a calm demeanor and extreme grace under pressure.

Trent's dedication to the fire service is evident. He has logically advanced his career and has dedicated himself to continuously improving his skills in order to parallel best practices.

I have seen his abilities and character firsthand, and I have no doubt to his future success in whatever career path he chooses. He has always demonstrated the desire to continue to learn and be dedicated as only a professional can be.

I give Trent Brass my full and wholehearted endorsement without a moment of reservation.

Respectfully,



Catherine Lewis, MS.IDT  
EMS Applications Analyst  
UW Health-Northern Illinois/SwedishAmerican Hospital  
4120 Charles Street  
Rockford, Illinois 61108  
779-696-6089

# Trent Robert Brass

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## Education

### UNIVERSITY OF ILLINOIS Springfield, Illinois

**Master of Public Health (MPH) with concentration in Environmental Health and certificate in Emergency Preparedness and Homeland Security & Geographical Information Systems (GIS)**

May 15, 2015, 3.63/4.00

- Interned with Winnebago County (Illinois) Health Department – Emergency Management and Preparedness Division
- Wrote the Winnebago County Health Department Emergency Operations Plan using FEMA SLG 101: *Guide for All-Hazard Emergency Operations Planning*
- The MPH program curriculum developed my analytical abilities that centered on the Center for Disease Control & Prevention Environmental and Public Health three core functions: assessment, policy development, and assurance

### NATIONAL FIRE ACADEMY Emmitsburg, Maryland

**Candidate in the Executive Fire Officer (EFO) program with the anticipated graduation date of Fall 2022**

- Executive Fire Officer Program Candidate
- Advanced Life Support Response to Hazardous Materials Incident Management
- Emergency Management Quality Management
- Hazardous Materials Incident Management

### ROCK VALLEY COLLEGE Rockford, Illinois

**Associate of Science in Respiratory Care**

May 14, 2010, GPA 4.00/4.00

- Graduated with high honors
- Lambda Beta Honor Society for the Profession of Respiratory Care
- Advisory Board for the Respiratory Therapy Program

### EASTERN KENTUCKY UNIVERSITY Richmond, Kentucky

**Bachelor of Science, Major: Assets Protection, Minor: Computer Information Systems**

May 13, 1995, GPA 3.89/4.00, College of Law Enforcement

- Magna Cum Laude
- Eastern Kentucky University's President List
- College of Law Enforcement Dean's List
- Academic Excellence Award for Assets Protection

- Introduction to Security Excellence Award
- Golden Key National Honor Society
- Data Processing Management Association's scholarship recipient
- Phi Kappa Phi (Academic Honorary Society)

## **TAYLOR UNIVERSITY Upland, Indiana**

### **Major: Computer Science**

Attended for one year. Transferred to Eastern Kentucky University, GPA 3.64/4.00

### **Work experience**

March 2001 – Present

## **ROCKFORD FIRE DEPARTMENT Rockford, Illinois**

### ***Captain/Paramedic***

- *April 2013* – Promoted to Lieutenant
- *July 2016 – March 2018* – Appointed to Mobile Integrated Healthcare (MIH) Manager
- *March 2018 – November 2018* – Appointed to EMS Coordinator
- *November 2018* – Promoted to Captain
- Budget experience while serving on the Foreign Fire Committee
- Completed the Illinois Professional Development Series with Illinois Emergency Management Association
- Successfully managed our Commission on Accreditation of Ambulance Services (CAAS) reaccreditation program
- Participated as a member of the Rockford Fire Department Center for Public Safety Excellence strategic planning committee
- Candidate in the Executive Fire Officer (EFO) program at the National Fire Academy in Emmitsburg, Maryland with anticipated graduation date of Winter 2023
- Obtaining my Illinois Professional Emergency Manager (IPEM) certification for handling emergency management incidents
- Collaborating on a community stroke research paper with the University of Illinois Rockford College of Medical School
- Developed the Mobile Integrated Healthcare program direction, programming, and outcomes measurements
- Designed a community alternate destination mental health program collaborating with Rosecrance & regional hospital systems utilizing a Department of Justice grant
- Developed a community opioid reduction program known as “Knock & Talk” collaborating with the Winnebago County Health Department
- Collaborated with the Illinois Department of Public Health EMS Division on Mental Health Alternative Destination pilot program
- Supervised the mobile integrated healthcare team
- Swedish American Hospital - Dr. Henry C. Anderson Quality Award recipient
- Developed an outcome measured curriculum for our newly formed Mobile Integrated Healthcare program
- Delivered numerous presentations including Illinois Municipal League Conference in Chicago, Illinois EMS Summit in Springfield, Swedish American Board of Directors, & community groups

Trent R. Brass

- Utilized the local news media to promote programs through delivering interviews
- Participated as a member for Rockford Regional Health Council advocating for improving medical service in disparate areas in the community
- Participated as a member for the Illinois Fatality Review Committee and delivering training back to our members for handling elderly abuse situations
- Participated as a member for the Illinois Fire Chiefs Association EMS Committee advocating for EMS legislative changes
- Function as Acting District Chief when the District Chief is absent
- Supervised company personnel and perform personnel evaluations

2010 - Present

## **SWEDISH AMERICAN HOSPITAL Rockford, Illinois**

### ***Registered Respiratory Therapist & EMS Lead Instructor***

- Deliver learning in an environment that is positive and engaging which is confirmed through my class evaluations which are students always select excellent along with positive feedback comments
- Develop professional relationships with local fire and EMS agencies leadership and members through my interactions delivering training education with these organizations
- Develop presentation and education material for educational development
- Deliver educational training to fire and EMS agencies located in the northwest region
- Provide respiratory care treatments to patients on medical floors
- Provide respiratory care to patients in the intensive care units by developing respiratory care paths and performing ventilator management
- Perform therapist driven protocols approved by Medical Director
- ACLS, PALS, PHTLS, and CPR instructor
- National Board of Respiratory Care Certified
- Prepare and deliver lectures for the EMT-Paramedic and EMT-Basic level classes
- Responsible for teaching a monthly Pediatric Heartsaver First Aid and CPR class

November 1996 –  
March 2001

## **DEKALB FIRE DEPARTMENT DeKalb, Illinois**

### ***Firefighter/Paramedic***

- Respond to all fire and medical emergencies
- Assigned to extrication fire company
- Preplanning and building inspections
- Perform educational tours and speeches about the fire service
- Successfully completed the Elgin Fire Academy in May of 1997
- Obtained my paramedic license through Delanor Hospital in Geneva, Illinois

April 1996 –  
November 1996

## **KRAFT FOODS Glenview, Illinois**

### ***Associate Business Analyst***

- Performed analysis and code development on a Claims System to streamline the processes of both over and under shipments and damage claims
- Developed inquiry screens against corporate databases
- Divestiture support for Foodservice Division
- Attended Endeavor and APS CICS (on-line programming language) training

Trent R. Brass



- Attended Visual Basic fundamental and programming training
- Attended Client/Server Architecture: Technical Overview classes

May 1995 –  
April 1996

## **CAREMARK Northbrook, Illinois**

### ***Associate Programmer Analyst***

- Provided production support on an Adjudication system
- Analyzed the Adjudication system to resolve clients and users' problems
- Attended DB2 training

January 1994 –  
May 1995

## **KENTUCKY UTILITIES Lexington, Kentucky**

### ***Student Computer Programmer***

- Internship position while attending college
- Provided production support on the General Ledger system
- Performed analysis and code development on a Salary Administration System
- Wrote computer programs to create batch transactions to update the Walker on-line CICS system
- Attended COBOL, Mainframe, and LAN training

June 1993 –  
August 1993

## **BATTELLE Columbus, Ohio**

### ***Research Intern***

- Performed market assessment project
- Conducted State Statute research for market assessment project at the law library
- Provided a research support role for the Information System Security Protection Office

## **Accreditations**

FEMA - Jurisdictional Threat & Hazard Identification & Risk Assessment

FEMA - Terrorism Awareness

FEMA - Incident Response to Terrorist Bombing

FEMA - Advanced Chemical & Biological Integrated Response

FEMA - An Introduction to Emergency Management Exercises

FEMA - Fundamentals of Emergency Management

FEMA – Emergency Planning

FEMA - Leadership and Influence

FEMA - Decision Making and Problem Solving

FEMA - Effective Communication

FEMA - Developing and Managing Volunteers

IEMA - Homeland Security Exercise and Evaluation Program (HSEEP)

IEMA - Principles of Emergency Management

IEMA - Emergency Planning Process

IEMA - Leadership in Today's World

IEMA - Effective Communication

IEMA - Volunteer and Donations Management

State of Illinois Respiratory Care Practitioner

State of Illinois Certified Emergency Medical Paramedic (EMT-P)

American Heart Association Healthcare Provider & Instructor (CPR & AED)

American Heart Association Pediatric Advanced Life Support Instructor (PALS)

American Heart Association Advanced Cardiovascular Life Support Instructor (ACLS)

Prehospital Trauma Life Support Instructor (PHTLS)

State of Illinois Fire Officer I & II

State of Illinois Certified Firefighter II & III

State of Illinois Certified Hazardous Materials Awareness & Operations

State of Illinois Certified Hazardous Material Technician "A" & "B"

Trent R. Brass

State of Illinois Certified Hazardous Material Incident Command

State of Illinois Certified Fire Apparatus Engineer

State of Illinois Certified Extrication Roadway Technician

State of Illinois Certified Trench Technician

State of Illinois Certified Confined Space Technician

State of Illinois Certified Structural Collapse Technician

State of Illinois Certified Rope Technician

State of Illinois Certified Commercial Pesticide Applicator

NIMS ICS-100: Introduction to the Incident Command System

NIMS ICS-200: ICS for Single Resources and Initial Action Incidents

NIMS ICS 300 - Intermediate ICS

NIMS ICS 400 - Advanced Incident Command System for Complex Incidents

NIMS ICS-800: National Response Framework, An Introduction

## **Publication**

*Pre-hospital EMS stroke assessment utilizing vision, aphasia, neglect (VAN) stroke scale in an urban community for identifying large vessel occlusion (LVO) stroke patients*

Submitted for publication.

November 12, 2022

2204 Harlem Blvd  
Rockford, Illinois 61103  
(815) 218-2407  
tbrass1@comcast.net

Chairman Joseph Chiarelli  
Winnebago County  
404 Elm Street, Room 533  
Rockford, Illinois 61101  
boardoffice@admin.wincoil.gov

Dear Chairman Chiarelli,

As a visionary leader, I am humbly applying for the River Bluff Nursing Home Board of Directors position. The River Bluff Nursing Home is built upon years of traditions and pride. As board member, I will provide leadership that would embrace the River Bluff Nursing Home commitment to *provide exceptional short- and long-term care services to the community*.

As a 21-year member of the Rockford Fire Department (Illinois), I have developed my leadership qualities through my administration capacity as Lieutenant, Captain, EMS Coordinator, and Mobile Integrated Healthcare (MIH) Manager. In these leadership capacities, I demonstrated the following attributes: *visionary, collaborator, openness, competence, straightforwardness, and trustworthiness*. As a board of directors, these would also be the attributes that I would contribute to a progressive organization and community.

I believe that being a *visionary* is the foundation for leadership. Rockford's "Knock & Talk" opioid reduction program is an example of my visionary leadership. This program was developed in collaboration with the fire department, Rosecrance, and the Winnebago County Health Department based upon a community need. Fire department data showed that 457 of our total EMS calls were opioid overdoses. Although the program is simple in design, the training and materials helped result in lives saved and drug rehabilitation. I can bring similar visionary ideas as a board of director with the River Bluff Nursing Home.

The City of Rockford was awarded a \$300,000 Department of Justice grant for *Justice and Mental Health Collaboration Program: Implementation and Expansion*. The program objective was to transport medically cleared mental health patients to the Rosecrance community crisis center for triage instead of the hospital emergency department. The goal was to match appropriate services based upon patient needs. I designed the program framework that was presented and supported by the leaders of Rockford Fire Department, Rosecrance, Swedish American Hospital, St. Anthony's Hospital, and the Illinois Department of Public Health. As a

board of directors, monitoring the nursing home opportunities for grants and developing strategies for addressing trends with creative vision will be a priority of mine.

An example of my supervisory skills would be through my involvement in the reaccreditation process with the Commission on Accreditation of Ambulance Services (CAAS). The success of the accreditation process was based on empowering my fellow committee members to complete tasks with the goal of successful reaccreditation. This is important because the accreditation process leads to increased clinical quality and decreased risks and liability for Rockford community members. If selected as a board member, I would support the county chairman, county board members, and River Bluff Nursing Home director vision for supporting the medical support for our county residences needing supportive care.

The board of directors needs someone who is a *collaborator*. One of my major successful program developments in collaboration with Swedish American hospital was the Rockford Fire Mobile Integrated Healthcare (MIH) program. This program addressed patients who excessively used hospital and fire resources. The program success was built with the mission of encouraging clients towards independent healthcare management through education, case management, and community resource support. After one year, my cost avoidance savings for Swedish American hospital was \$1.3 million and the Rockford Fire Department was \$375,000. The MIH team won Swedish American Hospital's prestigious Dr. Henry C. Anderson Quality Award based upon outstanding quality, achievement and education to our patients and to one another. As a strong collaborator with many people, my ability to develop a successful program has been exemplified through the MIH program.

Effective communication skills is also an important quality a leader should possess. During my fire service career, I have presented at conferences about the Rockford Fire Department's MIH program success at the Illinois Municipal League in Chicago, Illinois EMS Summit in Springfield, and at other various community groups including Swedish American Board of Directors and the YMCA Retired Men's Club. Besides presentations, I have done interviews with the local television news channels and Rockford Register Star newspaper reporters. In addition, I have collaborated and presented to other fire department leaders at Evanston Fire Department and Freeport Fire Department on developing their MIH programs.

Working at Swedish American has provided me the opportunity to be a lead Emergency Medical Services (EMS) instructor. I provide educational training with fire and ambulance services within the Illinois Department of Public Health Region 1 EMS. As an instructor for over 10 years, I have networked with other individuals from fire and ambulance agencies which has helped affirm my credibility among the members of other agencies. As a board member, I will use my experience as a medical professional for understanding the financial needs of the nursing home through the insurance perspective and health care needs.

Community involvement is important as a leader within the board of directors' collaboration opportunities. Various committee memberships that I served as a member include: Region 1 Illinois Fatality Review Board, The ARC Disability Response Team, Rockford Health Council, Illinois Fire Chief Association EMS Committee, Winnebago County Adult Protective Services Team, City of Rockford Built for Zero: Chronic/Veteran Committee, Community Collaboration

on Opioid Overdose Committee, and Swedish American Stroke and Cardiac Committees. As a leader, I believe that being involved in community organization committees is important because it leads to better understanding for the River Bluff Nursing Home and community at large.

*Openness* is a quality that must be possessed by a leader. A leader must be approachable and relatable. As a board member, my vision would be to accomplish this through attending board meetings and openness to meet with board members. I believe trust with the community and River Bluff Nursing Home can be developed through listening and then creating a vision together for growth.

I have built *competency* as a leader from formal education and life experiences. I will be graduating from the prestigious National Fire Academy's Executive Fire Officer (EFO) Program in the fall 2023. The EFO program provides senior fire officers with a broad perspective on various facets of fire and EMS administration. The courses and accompanying research examine how to exercise leadership when dealing with difficult or unique problems within communities. While on the fire department, I obtained my Masters in Public Health (MPH) with emphasis in emergency management and a certificate in geographical information systems (GIS) through the University of Illinois in Springfield. This degree and certificate has allowed me to use data for making decisions based upon empirical evidence.

My personal private business has developed my business knowledge. I have a successful family farm and landscape operations that has taught me how to work hard in growing a business for generating revenue. I successfully negotiated a large farmland deal in acquiring land for expanding our farming operation. Having real business experience and understanding the importance of generating my own personal revenue will help me as a board member be conservatively responsible with the tax payer funded revenue budget.

*Straightforward* is another attribute that resonates throughout my personality and character makeup. While on the fire department, I obtained my Respiratory Therapy Degree through Rock Valley College. Working at Swedish American as a respiratory therapist has allowed me to interact with physicians, staff, and patients in an honest and direct matter for providing high quality medical care. My fire service leadership roles have refined straightforward decision-making style and interaction with others.

*Trustworthy* is another important quality as fire chief. As a company officer, members have reached out to me regarding personal and work-related issues for guidance. Even though our department has peer support members resources, members feel comfortable with me because they can trust me and respect my guidance. Having witnessed and listened to those that struggle in our community has improved my ability to make empathetic decisions on how to relate and help others.

I have also been trusted in my personal endeavors to serve people. While at First Evangelical Free church, I serve as a medical response team member on a monthly basis. I have also served as a life group leader for the boys' middle school group. Being involved in my community is important. I have volunteered with neighborhood beautification events. Lastly, I have served as a soccer coach for my children's soccer team with the Raptor summer program.

Thank you for the opportunity to share my experience and qualifications along with my community commitment in moving the River Bluff Nursing Home into a new era of traditions and pride. I welcome the opportunity for the Winnebago County government leaders and the community members to learn more about me.

Respectfully,

*Trent R. Brass*

Trent R. Brass

November 21, 2022

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

Dear Chairman Chiarelli,

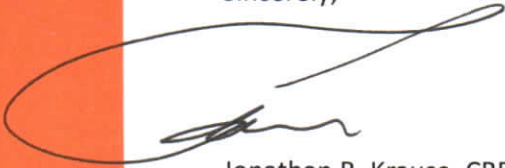
I would like to recommend Robert K. Nieman for the River Bluff board of directors.

I have known and worked alongside Bob for over 30 years. He has always been the consummate professional and a gentleman. Bob has owned and operated a successful real estate firm for many years, and his insight has guided many new real estate associates toward rewarding careers.

I believe Bob has the character and business acumen to assist the County Board and River Bluff to operate efficiently while continuously providing the best care anywhere.

I heartily recommend Bob Nieman!

Sincerely,



Jonathan R. Krause, CRB  
President

3815 N. Mulford Rd  
Rockford, IL 61114

P: 1.815 282 2222  
F: 1.815 282 2268

5330 Williams Dr  
Roscoe, IL 61073

P: 1.815 623 3333  
F: 1.815 623 3155



[GoGambino.com](http://GoGambino.com)



**From:** frances.salinas1@gmail.com,  
**To:** bobnieman@aol.com,  
**Subject:** Letter of Recommendation  
**Date:** Sun, Nov 27, 2022 7:02 pm

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November 27, 2022

Board of Trustees  
Winnebago County

RE: Board Appointment B. Nieman

To Whom It May Concern,

My name is Frances Salinas and I am the new President of the Wesley Willows Senior Living organization where I had the pleasure of meeting Bob Nieman. Bob is a highly experienced realtor in the Rockford area and was instrumental in securing my residence in Rockford. He is ethical and very knowledgeable especially in the Winnebago county area.

My experience with Bob went so well that we have formed a partnership with him and his real estate firm to assist our residents moving on campus.

I feel Bob will be a valuable contributor to your board and I recommend him without reservation.

Sincerely,

Frances Salinas

**Virginia S. Reinhard**  
**5436 Winding Creek Drive**  
**Rockford, IL 61114**

November 28, 2022

Mr. Joe Chiarelli  
Winnebago County Board Chairman  
Winnebago County Administration Bldg.  
404 Elm Street  
Rockford, IL 61101

Dear Mr. Chiarelli;

Bob Nieman is seeking an appointment to the River Bluff Nursing Home Board. He has a long history of public service on various boards and as a local realtor. We have been friends for sixty years and I highly recommend him. I know he would work hard in the best interests of the County and the River Bluff residents.

Sincerely,



Virginia S. Reinhard

**Bob Nieman    815.229.3530**

## **Professional Qualifications**

- Over 50 Years in Real Estate
- Masters in Business Administration Degree from Northern Illinois University
- 1<sup>st</sup> Lieutenant United States Air Force - Procurement Officer 1962-1965
- Graduate of University of Illinois - Champaign
- Graduate of West High School, Rockford
- Certified Real Estate Broker (CRB)
- Graduate Real Estate Institute (GRI)
- Member Rockford Area Association of Realtors & Illinois Association of Realtors
- Past President of Rockford Area Association of Realtors
- Member of Multiple Listing Service of Northern Illinois (8 Chicago Area Counties)
- Member of National Association of Realtors
- Past President of Council of 100 and Member, Rockford Chamber of Commerce
- Member of Rockford Country Club and University Club
- Board of Executive Advisors, Northern Illinois College of Business
- Co-founder of the Rockford Apartment Association
- Instructor at Rock Valley College
- Member of Dean's Advancement Council - University of Illinois College of Medicine
- Outstanding Alumni Award - 2000 - Northern Illinois University
- E-Pro Certified by the National Association of Realtors
- Numerous Boards Served, Including: Rockford YMCA - Wesley Willows - Rockford Country Club - Rockford Board of Education - Barbara Olson School of Hope - University Club - Deans Council of the University of Illinois School of Medicine - Rockford Clean & Beautiful



**BERKSHIRE  
HATHAWAY**  
HomeServices

Crosby Starck Real Estate

## Karen Elyea

---

**From:** Sara Dorner <SDorner@afscme31.org>  
**Sent:** Wednesday, November 30, 2022 11:44 AM  
**To:** Joseph Chiarelli; Karen Elyea  
**Subject:** Riverbluff nursing home board

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

Please see the following sent on behalf of Jasper (Jay) Ferraro. Please let me know if you need anything further.

Dear chairman Chiarelli:

It is with excitement and sincerity that I express interest in serving on the Winnebago County Riverbluff Nursing Home Board.

I've been a citizen of Winnebago County for most of my life and have direct experience with Riverbluff, as both my grandmother and my mother in law were there many years. In addition, I bring my perspective as a former labor representative for the workers there. I understand what can and cannot be done, how to improve morale and staffing, and most importantly, how to ensure the residents of Riverbluff receive the highest level of compassion and continuity of care.

Finally, I understand the inter workings of our county government, having served on the Winnebago County forest preserve board.

I care deeply about our county home and worked hard to pass the advisory referendum to raise the tax levy so that the county board could operate knowing that was an option.

For all these reasons, I would appreciate your consideration for this role and opportunity.

Sincerely,

Jasper (Jay) Ferraro  
815-742-6553

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Mr. Joe Chiarelli  
Chairman Winnebago County IL

12/02/2022

**DEAR CHAIRMAN CHIARELLI,**

It is my understanding that you and County Board members are in the process of creating a board of directors to assist in the operational needs of River Bluff Nursing home.

One of the interested parties for appointment is Jasper ( Jay ) Ferraro. I have personally known Mr. Ferraro for many years and have watched him interact with the public sector and government agencies. Mr. Ferraro has always been committed to community service prior to and after his retirement from the labor organizations.

I believe Mr. Ferraro will devote his time and knowledge to assist the county board with their mission.

Thank you for your consideration in this matter.

Respectfully submitted

A handwritten signature in black ink, appearing to read "Bob Redmond". The signature is fluid and cursive, with the first name "Bob" and last name "Redmond" clearly distinguishable.

Bob Redmond  
Rockford, IL.

**Office of the Sheriff**  
**Winnebago County**



**Gary Caruana**  
Sheriff

650 West State Street  
Rockford, Illinois 61102  
815/319-6000

To: Winnebago County Chairman Joseph Chiarelli

12/02/2022

Re: Jasper ( Jay ) Ferraro

Dear Chairman Chiarelli,

It is my understanding that Mr. Ferraro has expressed interest in serving on the newly formed board of Directors for River bluff nursing home.

I have known Mr. Ferraro on a personal and professional level for many years. I believe Mr. Ferraro has demonstrated the ability to be a consensus builder and will put forth a tremendous effort that will meet the needs of all stakeholders involved with the River Bluff Process.

I would ask that you and the county board please consider Mr. Ferraro for appointment to the position. I would also like to commend you and the board for your forward thinking approach to solve many of the long standing issues that affects all citizens in Winnebago County.

Respectfully



Gary L. Caruana  
Sheriff – Winnebago County Il.



December 2, 2022

Frank A. Perrecone

Lawrence J. Ferolie

1922-2012

**Via Hand Delivery and Email: boardoffice@admin.wincoil.gov**

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

Re: River Bluff Nursing Home Board of Directors

Dear Chairman Chiarelli:

I would like to be considered for appointment to the River Bluff Nursing Home Board of Directors.

My interest in River Bluff goes back decades. It was always a source of family pride that my late uncle, Peter Perrecone, as a member of the Winnebago County Board in the 1960's or 1970's, was a strong advocate for River Bluff at its current location. Over the years, family members have resided at the facility, each receiving excellent care and treatment. I have witnessed firsthand the quality of care River Bluff provides to its residents.

With my experience as an attorney, along with my experience serving as a volunteer, director and/or officer in social service non-profits providing services to low income individuals and families, I believe I can be a productive River Bluff director.

People in need in our county should continue to have River Bluff as a safety net. Voters in the June advisory referendum overwhelmingly voted in favor of increasing the facility's tax levy to bolster its income. That shows strong community support.

I would like to be a part of the next step in ensuring the economic viability of River Bluff as a county operated facility for future generations.

Enclosed for your consideration is a copy of my *curriculum vitae* and two letters of recommendation.

Sincerely,



Frank A. Perrecone

FAP/mca  
Enclosure

321 West State Street • Suite 202 • Rockford IL 61101 • 815.962.2700 • Fax: 815.962.1406

## FRANK A. PERRECONI CURRICULUM VITAE

**BUSINESS** 321 W. State St., Ste. 202  
Rockford, IL 61101  
(815) 962-2700

**DATE OF BIRTH** June 14, 1956

**OCCUPATION** Attorney at Law

**LAW LICENSE** State of Illinois, 1981

**EDUCATION** Drake University Law School  
Doctor of Jurisprudence with Honors, 1980  
  
Northern Illinois University  
Bachelor of Arts, 1978  
  
Rock Valley College  
Associate of Arts, 1976  
  
Boylan Central Catholic High School, 1974

**EMPLOYMENT** **2010 - present**  
Principal, Ferolie & Perrecone, Ltd., Rockford, IL  
  
**2006 - 2010**  
Partner, Ferolie & Perrecone, Ltd., Rockford, IL  
  
**1994 - 2006**  
Partner, Ferolie, Perrecone & White, Ltd., Rockford, IL  
  
**1982 - 1994**  
Associate, Lawrence J. Ferolie & Associates, Ltd., Rockford, IL  
  
**1981 - 1982**  
Associate, Ferolie & Boreen, Rockford, IL

**TEACHING POSITION** **1998 - 2008**  
Adjunct Professor of Law, Northern Illinois University College of Law  
Trial Advocacy, Advanced Trial Advocacy and Trial Team Competition

**PUBLICATIONS** Perrecone & Fabiano, *The Federalization of Punitive Damages and the Effect on Illinois Law*, 28 N. ILL. U. L. REV. 537 (2008).  
  
Perrecone & Fabiano, *The Fleecing of Seriously Injured Medical Malpractice Victims in Illinois*, 26 N. ILL. U. L. REV. 527 (2006).  
  
Perrecone, *Seventh Circuit Narrows Application of Illinois Common Fund Doctrine in ERISA Subrogation Claims*, ILL. ST. B. ASS'N TORT TRENDS, Oct. 2003, at 4.  
  
Perrecone, *Effective Use of SCR 213(f)*, ILL. ST. B. ASS'N TORT TRENDS, May 2003, at 1.  
  
Perrecone, *Seventh Circuit Decision Trumps Federal Rule of Civil Procedure*, ILL. ST. B. ASS'N TORT TRENDS, June 2000, at 8.  
  
Perrecone & Nelson, *Case Note - Blackburn v. Sundstrand Corporation*, 115 F.3d 493 (7th Cir. 1997), ILL. ST. B. ASS'N TORT TRENDS, Nov. 1997, at 1.  
  
Perrecone, *The Plaintiff's Perspective*, ILL. ST. B. ASS'N IN THE ALTERNATIVE, April 1996, at 2.



## ALTERNATIVE DISPUTE RESOLUTION

Arbitrator, Uninsured and Underinsured Motorist Insurance Claims,  
1993 - present

Arbitrator, 17th Circuit Court Mandatory Court Annexed Arbitration Program  
1988 - present

Arbitrator, American Arbitration Association  
1986 - present

Mediator, 17th Circuit Court Annexed Major Civil Case Mediation Program  
1993 - present

## LEGAL ABILITY/ ETHICAL STANDARD RATING

Martindale-Hubbell - AV (highest rating) (1997-present)

Legal Ability Rating, of which A is the highest, takes into consideration the standard of professional ability in the area of practice, expertise and other professional qualifications. General Ethical Standards Rating, of which V is the highest, denotes adherence to professional standards of conduct and ethics, reliability, diligence and other criteria relevant to the discharge of professional responsibilities.

Selected as a "Super Lawyer" (2009-present, 2006-2007)

Super Lawyers are chosen by peers and through the independent research of *Law & Politics* from each practice area. Only the top 5% of attorneys in Illinois are designated as Super Lawyers.

Selected as a "Leading Lawyer" in personal injury law (2003-present)

Recognized, by Leading Lawyers as one of the Top 10 consumer lawyers who practice law outside the Chicago area (2016)

Recognized, by Leading Lawyers as one of the Top 10 consumer lawyers, downstate personal injury Plaintiff's and downstate lawyers who practice law outside the Chicago area (2019)

Recognized, by Leading Lawyers as one of the Top 10 downstate personal injury Plaintiff's lawyers who practice law outside the Chicago area (2021)

Recognized, by Leading Lawyers as one of the Top 10 downstate personal injury Plaintiff's lawyers who practice law outside the Chicago area (2022)

Leading Lawyers are chosen by their peers and the Leading Lawyers Network Advisory Board from each area as being among the top attorneys in Illinois.

## ADMITTED TO PRACTICE

Illinois State Courts  
United States Supreme Court  
United States Seventh Circuit Court of Appeals  
United States District Court, Northern District of Illinois

## PROFESSIONAL AFFILIATIONS

American Association for Justice  
Illinois Trial Lawyers Association  
Illinois State Bar Association  
Winnebago County Bar Association  
Justinian Society of Lawyers

**COMMITTEES,  
OFFICES AND  
APPOINTMENTS**

**Illinois State Bar Association**

Standing Committee on Legislation  
Member, 2004 - present

Assembly Delegate  
2010 - 2016, 2000 - 2008, 1992 - 1998

Insurance Law Section Council  
Chair, 2011 - 2012  
Member, 2007 - 2013

Assembly Budget and Finance Committee  
Member, 2011

Task Force on CLE Implementation  
Member, 2005 - 2006

Task Force on Unauthorized Practice of Law  
Member, 2003 - 2006

Tort Law Section Council  
Chair, 2002 - 2003, Member 1988 - 1992 and 1994 - 2003

Civil Practice and Procedure Section Council  
Chair, 1991 - 1992, Member 1987 - 1992

Standing Committee on Continuing Legal Education  
Chair, 1995 - 1996 and 1988 - 1990, Member 1988 - 1996

Standing Committee on Judicial Appointments  
Member, 1988 - 1990

**Winnebago County Bar Association**

The Peer Review Council  
Member, 2010- present

President  
2007 - 2008

Board of Directors  
Member, 2002 - 2005

Judicial Liaison Committee  
Chair, 2000 - 2001

Trial Section  
Chair, 1998 - 1999

**Illinois Trial Lawyers Association**

Board of Managers  
Member, 1988 - 1990

**The Justinian Society of Lawyers**

President, Winnebago County Chapter  
2004 - present

Vice President, Winnebago County Chapter  
2000 - 2004

**Illinois Institute for Continuing Legal Education**

Board of Directors  
Member, 1988 - 1989

**Circuit Court for the 17th Circuit, State of Illinois**

Mentor, Attorney Mentoring Pilot Program  
2009 - present

Member, Peer Review Council for the Circuit's Professionalism Pilot Program  
2009 - present

**United States District Court, Northern District of Illinois**

Magistrate Judge Mahoney Merit Review Panel  
Chair, 2008

Civil Justice Reform Act Advisory Group  
Member, 1991 - 1995

**AWARDS,  
NOMINATIONS**

Hall of Fame Inductee, Greater Rockford Italian American Association (GRIAA),  
2019

Recipient, The 17<sup>th</sup> Judicial Circuit Professionalism & Civility Award for the attorney  
who best exemplifies the Eight Goals of the Aspirational Code of Conduct, 2015

Nominee, Professor of the Year, Northern Illinois University College of Law, 2002

Recipient, Honorary Law Alumnus Award for outstanding contributions as adjunct law  
professor to the Northern Illinois University College of Law, its students and alumni.  
Presented by Alumni Council, 2001

Nominee, Professor of the Year, Northern Illinois University College of Law, 2001

Recipient, Award plaque presented by trial advocacy students for outstanding  
contribution and dedication as a trial advocacy professor at Northern Illinois University  
College of Law, 1998

Recipient, Illinois State Bar Association Board of Governors' Award for outstanding  
efforts in establishing and expanding the "Law Ed Series", 1989

Recipient, American Jurisprudence Award for excellent achievement in the study of  
Civil Procedure, Drake University Law School, 1980

**CIVIC  
INVOLVEMENT, AWARDS**

Veterans Drop-In Center  
formally known as, Rockford Advocacy Coalition for the Homeless  
Director, 2021 - present  
President, 2010 - 2013  
Vice President, 2009 - 2010

Carpenter's Place  
President, 2022 - present  
Director, 2013 - present

Greater Rockford Italian American Association  
Hall of Fame Inductee, 2019  
Co-Chair, 2014 - 2018, 2004 - 2008  
Chair, 2009 - 2013  
Member, 1999 - present

Rockford Airfest  
Member, Steering Committee  
2011 - 2016

Recipient, Italian-American Man of the Year, Ethnic Heritage Museum, 2013

American Red Cross, Rock River Chapter  
Homeless shelter volunteer  
1997 - 2008

Recipient, Dedicated Service Award, American Red Cross, Rock River Chapter, 2007

Festa Italiana  
Volunteer  
1988 - present

December 2, 2022

Winnebago County Board Chairman's Office  
Joseph Chiarelli  
404 Elm Street; Room 533  
Rockford IL 61101

Re: River Bluff Nursing Home Board of Directors Nominee Recommendation

Dear Chairman Chiarelli,

It is with complete confidence that I strongly support the nomination of Frank Perrecone for a position on the River Bluff Nursing Home Board of Directors.

In my position as executive director of Carpenter's Place, my personal experience includes working with Frank in his role as a Board director, committee chair, and officer for Carpenter's Place (CP). At all times, his commitment to service demonstrated consistently through exemplary preparation for meetings, faithful attendance, thoughtful consideration and engaged discussion related to matters brought before the Board of directors.

As a well-respected CP Board director, Frank's presentation of his thoughts and rationale related to topics of discussion were always very insightful and greatly appreciated by other Board directors.

It was a privilege to work with Frank during my time at Carpenter's Place. He is devoted to making Rockford a better place for all to live and thrive, and demonstrates that first-hand through his dedicated service to our community. The River Bluff Nursing Home Board of Directors would benefit greatly from his knowledge, experience, skills and dedication to excellence in all he does.

If you have any questions or would like additional information, please contact me at [kflarrick@gmail.com](mailto:kflarrick@gmail.com) or 815-988-1552.

Sincerely,



Kay Larrick



ANTHONY R. FABIANO  
THOMAS M. FABIANO

OF COUNSEL:  
MARK C. JOHNSON

**TALCOTT BUILDING**

321 WEST STATE STREET, SUITE 301  
ROCKFORD, ILLINOIS 61101

PHONE : 815-965-6781

FAX : 815-965-6782

November 30, 2022

Winnebago County Board Chairman Joseph Chiarelli  
404 Elm Street  
Rockford, IL. 61101

Dear Chairman Chiarelli,

Recently, I learned that Frank Perrecone was nominated to serve on the Board for River Bluff Nursing Home, so I wanted to write the county a letter explaining why this is such an excellent choice for River Bluff.

I have known Frank for 30 plus years, and he has been a family friend for more than 40 years. Frank has not only been a mentor to me, but a very trustworthy and good friend. I have interacted with Frank in so many different ways: in a professional capacity as a lawyer; as a trusted confidant in elections; at many Winnebago County Bar functions; during multiple social occasions; and as a friend. Throughout all of these interactions, it is obvious to me that Frank is a man of great character and integrity, very competent and thorough in whatever he sinks his teeth into, always professional and responsible, and a man with great empathy towards other people. This empathy is best depicted by his commitment to volunteer his time at the homeless shelters and Rockford Food Pantry making whatever contributions he can to improve the life of his fellow man. He has also served as the President of the Winnebago County Bar Association, which gives him the experience and knowledge of how to lead important organizations; and he has a strong sense of his roots, which has compelled him to give his time and effort to GRIAA.

Undoubtedly, Frank will bring these same qualities of competence, integrity, professionalism, and care to his responsibilities on the Board, and River Bluff will benefit greatly from his service. I am certain that in your job you have had many, many occasions to oversee the county's appointment of persons to county jobs, Boards, and other positions, you can be 100% confident that Frank Perrecone is the best possible candidate to be selected to serve on the Board of River Bluff Nursing Home.

Wishing you and your family a wonderful holiday season and a prosperous and healthy New Year.

Sincerely,

Thomas M. Fabiano

YES



December 5, 2022

Joseph Chiarelli  
Winnebago County Board Chairman  
404 Elm Street Rm. 533  
Rockford, IL 61101

Dr. Chairman Chiarelli,

Please find enclosed my bio for consideration as a possible candidate to serve on the River Bluff Nursing Home Advisory Board.

I am a lifelong Rockford resident and medical professional who has served the community for over 37 years. I started my career as a Registered Nurse, graduating from the Rock Valley College Nursing program in 1985.

My experience in the field of senior health care has encompassed everything from acute hospital care, discharge navigation for community health and mental health services, nursing home administration and senior housing development.

I am very familiar with River Bluff Nursing Home from a professional and personal perspective. I am committed to the Rockford community and feel impassioned to give my time and talents to help keep River Bluff Nursing Home operating as one of our most needed services for our aging Rockford community.

Once you have had a chance to review my background, if you should have any questions, I am happy to make time to meet with you in person or by any other means to complete your required interview process for my consideration.

In advance, thank you for your time and consideration.

A handwritten signature in cursive script, reading 'Bernice Piccirilli Marinelli'.

Bernice Piccirilli Marinelli  
RN/ LNHA/ BHCA

## **BERNICE MARINELLI SATORI PATHWAY**

**Bernice (Bernie) Marinelli**, RN/BHCA/LNHA, brings 30 years of long-term care industry experience as an educator, clinician and administrator. Ms. Marinelli has focused her attention on helping seniors remain in their communities when faced with health challenges.

Ms. Marinelli is the founder and CEO of Anam Care, Inc., a residential care organization, specializing in behavioral programming and late stage dementia care in Illinois and Florida. She is also a founding member of Satori Pathway, a healthcare consulting firm. In her consulting capacity at Satori, as a licensed nursing home administrator, she provides interim administrator services to distressed skilled nursing facilities. She is proficient at providing interim management services when a program turnaround may be required, and consulting on a wide range of residential care issues.

Ms. Marinelli received her mental health and behavioral training at the Charles River Hospital and Behavioral Center in Boston and at Alexian Behavioral Health Hospital in Illinois. She has extensive behavioral management experience, ranging from eating disorders to bi-polar disorders. She has focused her career on the interplay among the health issues of aging, mental health, and dementias such as Alzheimer's, Lewy body, Parkinson's, and Picks dementia. Her expertise fosters the ability of individuals with dementia to have a life style that emphasizes engagement and social interactions.

Prior to founding Anam Care, Ms. Marinelli was hospice supervisor for OSF, Inc., and later, the director of dementia services for Highview Corporation. In the mid-1990s, Ms. Marinelli created one of the first late-stage palliative care dementia programs in Illinois. Since that time, Ms. Marinelli has focused on palliative care issues as related to persons with dementia. She developed standardized protocols for persons with late-stage dementia. In 2007, she was chair of the Northern Illinois Palliative Care Consortium, which set community standards for late stage dementia care.

Ms. Marinelli has served the Rockford community in the field of "Community Health Nursing" and Hospice, developing Rockford's first twenty-four hour on-call service to families in need of immediate care in the home. Ms. Marinelli has been certified in pain management and hospice care since 1988. Over the past fifteen years, Ms. Marinelli has been dedicated to developing community-based case management and home care services for the treatment of dementia and mental illness.



# **Reports of Standing Committees**

# **FINANCE COMMITTEE**



# Resolution Executive Summary

**Prepared By:** Marlana Dokken  
**Committee:** Finance Committee  
**Committee Date:** January 5, 2023  
**Resolution Title:** Resolution Amending the Fiscal Year 2023 Budget Policy  
**County Code:** N\A  
**Board Meeting Date:** January 12, 2023

**Budget Information:**

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

**Background Information:** The County's budget process is governed by Illinois Compiled Statutes (55 ILCS 5/6-1001 et seq.) and Winnebago County Board Policies. In addressing concerns for maintaining financial strength while protecting the interest of the taxpayer, the County Board is implementing the following directives for the development of the fiscal year 2023 budget. The County Administration desires to amend the provisions within the policy regarding grants.

**Recommendation:** Administration supports this resolution.

**Contract/Agreement:** N/A

**Legal Review:** N/A

**Follow-Up:** N/A

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

Sponsored by: John Butitta, Committee Chairman

Submitted by: Finance Committee

2023 CR

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**RESOLUTION AMENDING THE FISCAL YEAR 2023 BUDGET POLICY**

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**WHEREAS**, on July 14, 2022, the Winnebago County Board adopted a Resolution amending Winnebago County's Fiscal Year 2023 Budget Policy; and

**WHEREAS**, the County Administration has created a process based on sound financial principals for use in the 2023 fiscal year and desires to amend the provisions within the policy regarding grants; and

**WHEREAS**, the Finance Committee has reviewed the proposed amended Fiscal Year 2023 Budget Policy and recommends its approval.

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois that it adopts the amended Winnebago County's Fiscal Year 2023 Budget Policy presented by the County Administration, a copy of which policy is attached to this Resolution as Exhibit A. The accompanying Grant Award Summary template is attached as Exhibit B.

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

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

Respectfully Submitted,  
**FINANCE COMMITTEE**

**(AGREE)**

**(DISAGREE)**

\_\_\_\_\_  
JOHN BUTITTA,  
FINANCE CHAIRMAN

\_\_\_\_\_  
JOHN BUTITTA,  
FINANCE CHAIRMAN

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

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

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

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

\_\_\_\_\_  
JAIME SALGADO

\_\_\_\_\_  
JAIME SALGADO

\_\_\_\_\_  
KEITH McDONALD

\_\_\_\_\_  
KEITH McDONALD

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

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

\_\_\_\_\_  
MICHAEL THOMPSON

\_\_\_\_\_  
MICHAEL THOMPSON

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

\_\_\_\_\_  
JOSEPH V. CHIARELLI  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

ATTESTED BY:

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



# WINNEBAGO COUNTY

Fiscal Year 2023

Budget Policy

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## INTRODUCTION

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

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

## FINANCIAL STRENGTH

The County has been significantly impacted financially by the COVID-19 crisis. Revenues have been impacted by business closings, unemployment and other factors. The balances in the General Fund are above the 90 day reserve amount in fiscal year 2022.

## BUDGET SUBMITTAL

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

## SUPPLEMENTAL REQUESTS

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

## FEDERAL AND STATE FUNDED PROGRAMS

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

## USER FEES AND CHARGES

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

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



## REVENUE ESTIMATIONS

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

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

## CONSUMER PRICE INDEX

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

## FUND RESERVES

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

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

## ALTERNATIVE SERVICE DELIVERY & OUTSOURCING

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

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

## WAGE ADJUSTMENTS

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

## PRIORITIES

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

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

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

#### ACCOUNTING/ AUDITING

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

#### ACCOUNTING AND FINANCIAL REPORTING POLICIES

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

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

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

It shall be the intent of the County to utilize fund accounting principles and generally accepted accounting practices in the recording of all financial transactions. The general ledger shall be maintained on a cash basis,

with the intent to move to an accrual basis on a quarterly basis. The Finance Committee will be provided with budget versus actual revenue and expenditure reports on a quarterly basis.

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

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

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

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

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

#### APPROPRIATION

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

#### BALANCED BUDGET BY FUND

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

#### BUDGET PRESENTATION

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

for individual departments/Elected Official to address the Finance Committee regarding their individual budget requests.

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

#### CAPITAL BUDGET - LONG TERM

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

#### FISCAL YEAR

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

#### GRANTS

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

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

The County Board's definition of a new grant is:

- A grant awarded after October 1, 2022, but not a continuation of a grant that was awarded or grant funded program that existed prior to October 1, 2022.

The County Board's definition of a conflicting special condition is:

- Any special condition of funding (outside of standard state/federal conditions) that may prohibit another department's ability to apply for funding.

- ☒ Upon notification of a grant award, departments will submit an Executive Summary and Resolution, as well as the Grant Award Summary, award, and any relevant attachments to the respective Committee.
- ☒ Upon Committee approval, departments will submit a budget amendment to the Chief Financial Officer to amend the respective budget.
- ☒ A 2/3rd vote of all members constituting the County Board is required to amend department budgets to reflect grant revenues and expenses (55 ILCS 5/6-1003).
- ☒ Departments who apply for grants that require a local match must find the local match within their budgets.
- ☒ If Indirect Costs are allowable, all new grant application budgets should include the County's 10% de minimis indirect cost rate. If not included, the explanation shall be included in the Grant Award Summary.

- ☑ Departments who apply for new grants must understand the special conditions associated with their funding and inform the County Board of the conditions in the Resolution, prior to approval. Upon Board acceptance and approval, the Department Head will log each special condition into the Special Conditions System of Register.
- ☑ Grants will be controlled at the operating budget level based on the County's fiscal year.
- ☑ The grant "operating-budget" will be periodically reviewed by the County Administrator and Finance Director to assure that the revenues and expenditures are consistent with the grant award.
- ☑ Revenue grants will be reviewed during the budget process.
- ☑ To manage County administrative costs, it shall be County best-practices to create sub-award agreements in amounts that are no lower than \$25,000 per award. Due to the lack of an administrative line item in the Public Safety Sales Tax fund, this amount is no lower than \$50,000 per award.
- ☑ Grants will be reviewed semi-annually by the County Administrator or Finance of Director with the Department Head/Elected Official.

#### INVESTMENT POLICY

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

#### SCOPE OF INVESTMENT POLICY

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

#### OBJECTIVES

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

1. Safety of Principal.
2. Diversity of investment to avoid unreasonable risks.
3. The portfolio shall remain sufficiently liquid to meet all operating costs, which may be reasonably anticipated.
4. The highest interest rate available will always be the objective of this policy, combined with safety of principal. The Winnebago County Treasurer will require full collateralization of any deposits.
5. In maintaining its investment portfolio, the Winnebago County Treasurer shall avoid any transaction that might impair public confidence in the Winnebago County Treasurer's Office.

6. The Winnebago County Treasurer will give consideration to the financial institutions positive community involvement when consideration is given to the financial institution to be used as a depository.
7. All funds will be invested for a period of one day or longer, depending on the requirement for the disbursement of funds.
8. All funds shall be deposited within two working days at prevailing rates or better, in accordance with Illinois Compiled Statutes.

#### RESPONSIBILITY

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

#### PRUDENCE

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

#### ACCOUNTING

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

#### FINANCIAL INSTITUTIONS

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

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

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

#### INVESTMENT VEHICLES

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

## COLLATERAL

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

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

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

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

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

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

## SECURITY CONTROLS

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

## ADOPTION

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

## RISK MANAGEMENT

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

# FISCAL YEAR 2023 BUDGET CALENDAR

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



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

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

#### BUDGET AMENDMENT PROCESS (AFTER ADOPTION BY THE BOARD):

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

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



# GRANT / OTHER FUNDING AGREEMENT SUMMARY WORKSHEET

<b>Prepared By:</b>	
<b>Committee:</b>	
<b>Committee Date:</b>	
<b>Resolution Title:</b>	
<b>Board Meeting Date:</b>	

All grant awards must be approved through their respective Committees prior to presenting for Board approval. Those requiring a budget modification must also be approved by the Finance Committee. To provide the County Board with the information needed for compliance requirements, please provide a complete Committee and Board packet that includes this form, the Executive Summary, Resolution, and Award.

## Funding Information:

Grant Period of Performance:	
Is match required?	<input type="checkbox"/> yes <input type="checkbox"/> no
- If yes, did you work with Accounting to determine match allocation?	<input type="checkbox"/> yes <input type="checkbox"/> no
Are Indirect Costs Allowable under the award?	<input type="checkbox"/> yes <input type="checkbox"/> no
- If yes, is the 10% de minimus Indirect Cost rate included in the budget?	<input type="checkbox"/> yes <input type="checkbox"/> no
<i>Indirect Cost Base includes: salaries, fringe benefits, travel, supplies, training, and up to the first \$25,000 of each subaward.</i>	
- If no, please explain:	
Does funding agreement contain Special Conditions that may prohibit another department's ability to apply for funding?	
<input type="checkbox"/> yes <input type="checkbox"/> no	
- If yes, please explain:	
How many sub-awards are included in this award?	
- Do subawards/contracts contain Indirect Costs?	<input type="checkbox"/> yes <input type="checkbox"/> no
- If yes, please provide Indirect Cost rates and total Indirect applied to each subaward or contract:	



# Resolution Executive Summary

**Prepared By:** Marlana Dokken  
**Committee:** Finance Committee  
**Committee Date:** January 5, 2023  
**Resolution Title:** Resolution to establish Public Safety Sales Tax Policy  
**County Code:** N\A  
**Board Meeting Date:** January 12, 2023

**Budget Information:**

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

**Background Information:** The County's budget process is governed by Illinois Compiled Statutes (55 ILCS 5/6-1001 et seq.) and Winnebago County Board Policies. To maintain the financial strength of the Public Safety Sales Tax revenue, and in keeping promises to, and protecting the interest of the taxpayers, the County Board is implementing the following directives regarding Public Safety Sales Tax usage.

**Recommendation:** Administration supports this resolution.

**Contract/Agreement:** N/A

**Legal Review:** The State's Attorney's Office has reviewed.

**Follow-Up:** N/A

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

Sponsored by: John Butitta, Committee Chairman

Submitted by: Finance Committee

2023 CR

---

**RESOLUTION TO ESTABLISH PUBLIC SAFETY SALES TAX POLICY**

---

**WHEREAS**, on August 22, 2002 the County Board for the County of Winnebago, Illinois adopted a Resolution initiating a referendum authorizing the imposition of a Special County Retailer's Occupation Tax for Public Safety at a rate of one percent; and

**WHEREAS**, on November 5, 2002, the electors of the County of Winnebago, Illinois approved the referendum and the results of that election were certified by the County Clerk; and

**WHEREAS**, to maintain its financial strength, and keep promises to the taxpayers of Winnebago County, Winnebago County Administration is proposing a Public Safety Sales Tax Policy; and

**WHEREAS**, the Finance Committee has reviewed the Public Safety Sales Tax Policy and recommends its approval.

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois that it adopts the Public Safety Sales Tax Policy presented by the County Administration, a copy of which policy is attached to this Resolution as Attachment A.

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

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

Respectfully Submitted,  
**FINANCE COMMITTEE**

**(AGREE)**

**(DISAGREE)**

\_\_\_\_\_  
JOHN BUTITTA,  
FINANCE CHAIRMAN

\_\_\_\_\_  
JOHN BUTITTA,  
FINANCE CHAIRMAN

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

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

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

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

\_\_\_\_\_  
JAIME SALGADO

\_\_\_\_\_  
JAIME SALGADO

\_\_\_\_\_  
KEITH McDONALD

\_\_\_\_\_  
KEITH McDONALD

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

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

\_\_\_\_\_  
MICHAEL THOMPSON

\_\_\_\_\_  
MICHAEL THOMPSON

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

\_\_\_\_\_  
JOSEPH V. CHIARELLI  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

ATTESTED BY:

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

## ATTACHMENT A

### PUBLIC SAFETY SALES TAX POLICY

#### Background

The original Winnebago County Board Resolution, 2002 CR 206, initiating a referendum cited the basis for the 1% tax as being to raise sufficient revenue to fund the recommendations of a 15-action step plan. The 15 steps included:

1. Build a 1200- bed jail facility. Unoccupied beds may be used by the U.S. Marshall or for other jurisdictional inmates at a per diem cost. (completed)
2. Include new central receiving and diagnostic center (booking) in new facility (completed)
3. Locate four (4) jury courtrooms in the new facility. New courtroom initially to be used for status/arraignment and high security needs, with expansion for other uses. (This does not eliminate the need for criminal courtrooms in the courthouse.) (completed)
4. Develop connection capabilities between the new jail and the existing courthouse and/or be as close to the existing courthouse as possible. (completed)
5. Limit, to the extent possible, transportation of inmates from the new facility to the courthouse. Chief Judge will staff courtrooms in the new facility while working with staff on prisoner transportation issues for morning and afternoon calls. In addition, the Chief Judge will work with other Judges on video appearances for various status issues to eliminate the need for transport. Specific use of courtrooms to be recommended. (completed)
6. Move Sheriff's Dept. offices from PSB to new facility to be located in close proximity to jail. Sheriff to talk to Chief Nielsen about possibility of potential Rockford Police Department expansion in vacated PSB space. (completed)
7. Work to determine feasibility of adult mental health assessment room in new facility. (completed)
8. Develop North Church Street facility into a Community Corrections Center (now known as RIC). (completed)
9. Recognize that alternative programs are the key element to control the jail population and insure that adequate dollars will be included in the budget to fund those programs. (completed)
10. Endorse Jail Population Control Board (completed)
11. Determine general philosophy regarding the use of the current PSB jail for specialized classification of inmates, such as guilty awaiting sentencing, sentenced awaiting DOC transport, etc. (completed)
12. Work with architect to develop a feasibility design plan for the new facility. (completed)
13. Develop multiple locations for Homeland Security issues in coordination with the new facility. (completed)
14. Implement a "Failure to Appear" program for missed court dates.
15. Budget adequate dollars within the entire criminal justice system to finance staffing needs for the State's Attorney, Public Defender, Corrections personnel and other court staff offices. (completed)

In further communication, "The Solutions" were described to the community as a 3-part plan, with the following definitions:

**1. *The Jail, defined as:***

- Facility
- Operations

**2. *Criminal Justice System, defined as:***

- Staffing for two new judges
- Additional Assistant States Attorneys
- Assistant Public Defenders
- Deputy Circuit Clerks
- Court Reporters

- Probation Officers
- ...all of those functions which keep a court system operating efficiently

**3. *Alternatives to Incarceration and Rehabilitation Programs\**, defined as:**

- To expand staff of pre-trial services
- Double # of drug court probation officers for both adult and juvenile drug court
- Extensively expand resources available for the community corrections center (now known as RIC) which may include programs such as:
  - Work Release
  - Graduated Sentencing
  - Sex offender and DV Programs
  - Day Reporting
  - Life Skills
  - GED programs
  - Employment Readiness
  - Parenting Skills

While not mentioned in the 3-part plan, this communication also indicated “an additional sum of money would also be used to support community-based programs intended to address root causes of the expanding crime problem in our community.” Further, Resolution 2003 CR 106 recognized public safety sales tax dollars alone would not be enough address our criminal justice system needs, and there was a need for an effort to identify, seek out grants and other revenue for public safety.

*\* To further clarify, Alternatives to Incarceration is an option for those convicted of a crime to serve their sentence outside of prison. It also applies to defendants who are awaiting trial in jail or on pre-trial release. Rehabilitation is inclusive of Alternatives to Incarceration.*

## **Policy**

In keeping our commitment to the Winnebago County residents, the Public Safety Sales Tax policy shall continue to support the systems developed through initial 15-step action plan and the Solutions identified and defined in the 3-step plan. Priority of revenue is given to the functions to keep our criminal justice system operating effectively; specifically, Parts 1 and 2 of the 3-part Plan.

In keeping our commitment to support community-based programs; community based programs shall be defined as non-governmental, non-taxing bodies.

Further, should the County Board make funding available, to make the strongest impact priority will be given to those community-based programs that partner directly with, and in collaboration with, any of the County Branches or Departments identified in the 3-step plan.

The Public Safety Sales Tax policy shall be inclusive of the debt service payment requirement, and 25% unrestricted reserve requirements already in place through the annual Budget Policy.



## Resolution Executive Summary

**Prepared By:** Purchasing Department for Facilities Department  
**Committee:** Finance Committee  
**Committee Date:** January 5, 2023  
**Resolution Title:** Resolution Awarding ARP Funded HVAC CPU Replacements  
**County Code:** Winnebago County Purchasing Ordinance  
**Board Meeting Date:** January 12, 2023  
**Budget Information:**

<b>Was item budgeted?</b> Yes, it was in ARPA	<b>Appropriation Amount:</b> \$181,987.00
<b>If not, explain funding source:</b>	
<b>ORG/OBJ/Project Code:</b> 61300-43710-RP038	<b>Budget Impact:</b> N/A

### Background Information:

In ARP Phase 1, the County Board approved a budget for HVAC CPU replacements for the Administration building, both the old and new Courthouses, Juvenile Detention Center, Health Department, and Juvenile Justice Center. The replacement HVAC CPUs were approved by Baker Tilly, due to the fact that the current CPUs are obsolete and can no longer be supported by our existing HVAC system.

Facilities received proposals from Alpha Controls, as a Sole Source vendor, to support our current system that is also provided by Alpha Controls.

### Recommendation:

The Facilities Engineer, Shawn Franks, recommends awarding the replacement HVAC CPUs to Alpha Controls.

### Baker Tilly Review:

Project was approved in Baker Tilly's ARP compliance review.

**Follow Up:** The Purchasing Department will issue Purchase Orders to Alpha Controls.



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

Sponsored by: John Butitta, Committee Chairman

Submitted by: Finance Committee

2023 CR

---

**RESOLUTION AWARDING ARPA FUNDED HVAC CPU REPLACEMENTS**

---

**WHEREAS**, the Winnebago County Facilities Department is required to maintain the upkeep of all County buildings; and,

**WHEREAS**, several County buildings are in need of replacing HVAC CPUs because they are obsolete and can no longer be supported on our existing system; and,

**WHEREAS**, the purchase of replacement HVAC CPUs was a Baker Tilly approved, ARPA funded expense; and,

**WHEREAS**, the Finance Committee has reviewed the proposals (Resolution Exhibit A) for the aforementioned sole source service (Resolution Exhibit B) and awards as follows:

**ALPHA CONTROLS & SERVICES**  
**4104 CHARLES STREET**  
**ROCKFORD, ILLINOIS 61108**

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois that the County is authorized to execute, on behalf of the County of Winnebago Purchase Orders with ALPHA CONTROLS & SERVICES, 4104 CHARLES STREET, ROCKFORD, ILLINOIS, 61108 in the amount of ONE HUNDRED EIGHTY-ONE THOUSAND, NINE HUNDRED AND EIGHTY-SEVENTY DOLLARS (\$181,987.00).

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

Respectfully Submitted,  
**FINANCE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
JOHN BUTITTA, CHAIRMAN

\_\_\_\_\_  
JOHN BUTITTA, CHAIRMAN

\_\_\_\_\_  
JAIME SALGADO, VICE CHAIRMAN

\_\_\_\_\_  
JAIME SALGADO, VICE CHAIRMAN

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

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JEAN CROSBY

\_\_\_\_\_  
KEITH McDONALD

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

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

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

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

\_\_\_\_\_  
MICHAEL THOMPSON

\_\_\_\_\_  
MICHAEL THOMPSON

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

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

# PROPOSAL



Proposed By  
Jeff Francis

Account Executive  
M: 815.520.4237  
E: jefff@alphaacs.com

Proposal for Temperature Controls  
Winnebago County Admin Building

Proposal #: ACS21-2250A  
Proposal Date: August 18, 2022

Addendums Acknowledged:

## Summary

The intent of this project is to upgrade the existing Schneider Electric Niagara Framework controllers Network Controllers. We are pleased to introduce you to the Schneider Electric EcoStruxure solution known as EcoStruxure Building Operation (EBO). EcoStruxure Building Operation is an open and secure building management platform that integrates multiple systems for centralized, real-time control and management across one to many enterprise buildings. The platform natively supports standard open protocols out-of-the-box. The new EBO allows for IT compliance, an improved desktop environment (tiles), enhanced reports and report generating, industry leading cyber security, elimination of dependence on Java and overall improved operation efficiencies. A foremost benefit of EBO is its "Backward Compatibility" with your installed BMS infrastructure; allowing us to not only use your installed investment but enhance its performance for improved operational and energy efficiency.

The Enterprise Server and Automation Servers are preconfigured in our office to allow for a smooth transition of your facility with minimal disruption to the operation and to your occupants. The Automation Servers will provide you with a new and improved Browser interface that is backwards compatible with our legacy systems while providing a cost-effective migration path forward.

### Automation Server Features:

- Risk Management Framework (RMF), UFC 4-010-06.
- BACnet/IP, BACnet/MSTP and BACnet/Ethernet communications support.
- LonWorks IP and LonWorks FTTP10 communications support.
- MODBUS communications support.
- Cost effectiveness for any size commercial, institutional, industrial building applications.
- Provides alarming, logging, scheduling, control, and custom HVAC applications.

## GENERAL SCOPE

- Engineered control drawings.
- Startup, checkout, Owner training, commissioning, and 1-year warranty.
- Provide graphics, trends, and alarms for a browser-based control system that provides remote access to the building system including the following:
  - Text alarms, historical trend data and click and drag scheduling of equipment for week days, holidays, and special events.
  - NOTE: Owner to maintain IT system to support browser based graphics.

**Corporate HQ:**  
4104 Charles Street  
Rockford, IL 61108

**Springfield Office:**  
2867 Via Verde  
Springfield, IL 62703

**Champaign Office:**  
2110 Clearlake Boulevard Suite #101  
Champaign, IL 61822

**Wisconsin Office:**  
8845 S. Greenview Drive #2  
Middleton, WI 53562

# PROPOSAL



## EXCLUSIONS

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- Fire and/or fire/smoke dampers, life safety products and/or electrical or sheet metal installation labor
- Access doors, patching and/or painting
- Overtime and/or Shift/Premium Time
- Bonding and Permits
- Federal, State and Local Taxes
- Smoke detectors and/or modifications to fire alarm system
- Emergency Power
- All existing field devices and control wiring to remain for reuse. Any deficient control devices will not be replaced under this proposal and will not be covered under warranty.
- Repairs to existing BMS other than included in scope of work.

## Clarifications

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- Owner's IT staff will be required to provide Ethernet connectivity and IP addressing or advise Alpha to reuse the existing IP addressing.
- Automation Servers will be installed in new enclosures and will reuse the existing Ethernet network drops.
- The Automation Servers will host a web based graphical interface that is accessible from any connected web browser and will report to the new EcoStruxure Enterprise Network Server software. The new EcoStruxure Enterprise Server software will be installed in owner supplied virtual environment.
- Electrical metallic tubing (EMT) shall be used in mechanical rooms & inaccessible areas. Flex not to exceed 3 LF.

**TOTAL BASE PRICE:**                      **\$25,223**      (Sales tax not included.)

The standard terms and conditions of sale are attached and are a part hereof:

### Proposed By

Name Jeff Francis

Title Account Executive

Company Alpha Controls & Services, LLC.

Date 8/18/2022

### Accepted By

Name \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Date \_\_\_\_\_

NOTWITHSTANDING ANY INCONSISTENT OR ADDITIONAL TERMS THAT MAY BE EMBODIED IN YOUR PURCHASE ORDER, SELLER WILL ACCEPT YOUR ORDER SUBJECT ONLY TO THE TERMS OF THE WRITTEN CONTRACT BETWEEN US UNDER WHICH YOUR ORDER IS PLACED. IF NO SUCH CONTRACT EXISTS SELLER WILL ACCEPT YOUR ORDER ONLY ON THE EXPRESS CONDITION THAT YOU ASSENT TO THE TERMS AND CONDITIONS CONTAINED ABOVE AND ON THE REVERS SIDE HEREOF; AND YOUR ACCEPTANCE AND RECEIPT OF THE GOODS SHIPPED HEREUNDER SHALL CONSTITUTE ASSENT TO SUCH TERMS AND CONDITIONS

---

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Rockford, IL 61108

**Springfield Office:**  
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Springfield, I 62703

**Champaign Office:**  
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Champaign, IL 61822

**Wisconsin Office:**  
8845 S. Greenview Drive #2  
Middleton, WI 53562

# PROPOSAL



All goods, services, and Firmware furnished by Alpha Controls & Services ("Supplier") are governed by these standard terms and conditions, and every agreement or other undertaking by Supplier is expressly conditioned on assent hereto by the buyer, and any end user with whom Supplier undertakes to deal, of Supplier's goods, services, and Firmware ("Customer"). These standard terms and conditions supersede all inconsistent printed terms submitted by Customer prior to Supplier's order acknowledgment. They may be varied only by a typed or legibly handwritten notation on the face of Supplier's quotation or order acknowledgment, Customer's purchase order form, or similar documents. Product and sales policy sheets and the like published from time to time by Supplier shall supplement but not supersede these standard terms and conditions. SUPPLIER IS NOT BOUND TO FURNISH ITS GOODS, SERVICES OR FIRMWARE EXCEPT IN ACCORDANCE WITH THE TERMS OF ITS ORDER ACKNOWLEDGMENT, FIRM QUOTATION, OR OTHER SIMILAR DOCUMENT ISSUED OVER THE SIGNATURE OF AN AUTHORIZED EMPLOYEE OF SUPPLIER. SUPPLIER'S REPRESENTATIVES, DISTRIBUTORS, DEALERS AND OTHER NON-EMPLOYEES HAVE NO AUTHORITY TO BIND SUPPLIER.

1. **Firmware.** The terms "goods" as used herein shall include Firmware which shall mean the set of instructions, consisting of symbolic language, processes, logic, routines, and programmed information in the form of firm or soft media relating to any of the goods and all revisions and modifications thereof.

2. **Price/Delivery Terms.** Unless otherwise provided on Supplier's order acknowledgment, price and delivery terms are FOB Supplier's plant and do not include sales, use, or other taxes. Supplier may, at its option, make partial shipments and invoice for same.

3. **Payment/Credit/Security.** Payment terms for buyers with a credit standing deemed adequate by Supplier are net 30 days from date of invoice. Supplier shall be entitled to charge interest thereafter at a rate permitted by law, but in no event to exceed 1½% per month. Whenever Supplier in good faith deems itself insecure, Supplier may cancel any outstanding contracts with Customer, revoke its extension of credit to Customer, reduce any unpaid debt by enforcing its security interest, created hereby, in all goods (and proceeds therefrom) furnished by Supplier to Customer, and take any other steps necessary or desirable to secure Supplier with respect to Customer's payment for goods and services furnished or to be furnished by Supplier.

In the event Customer for any reason withholds payment of any amount due Supplier, Supplier may declare itself insecure and suspend further shipment to Customer until Customer places the withheld amount in escrow and gives adequate security for further shipment or until Customer satisfies Supplier that Customer was entitled to withhold such amount. Supplier shall be entitled to recover from Customer all costs, including reasonable attorney's fees, incurred by Supplier in connection with the collection of any amount due Supplier.

4. **Cancellation by Customer.**

(a). Except as provided in sub-paragraph (b) below, Customer's wrongful non-acceptance or repudiation of a contract to purchase Supplier's goods or services shall entitle Supplier to recover the price or, where an action for the price is not permitted by law, damages, as provided by law, including Supplier's lost profits. In this connection all goods purchased and all services furnished by Supplier in complete or partial fulfillment of a special order from Customer shall be deemed identified to the contract between Supplier and Customer.

(b). Customer's wrongful non-acceptance or repudiation of a contract to purchase from Supplier goods which Supplier generally carries in inventory as stock items (or which are otherwise readily resalable by Supplier at a reasonable price) shall entitle Supplier to recover damages, as provided by law, including Supplier's lost profits.

5. **Warranty.** Supplier warrants that all new and unused goods furnished by Supplier are free from defect in workmanship and material as of the time and place of delivery by Supplier. Except for goods and services furnished by Supplier through its employees arising out of orders solicited by Supplier's Representatives and duly accepted by Supplier, Supplier does not warrant, and shall not be liable for, the quality of any goods or services furnished or to be furnished by representatives, distributors, dealers or other non-employees of Supplier.

As a matter of general warranty policy, Supplier honors an original buyer's warranty claim in the event of failure, within 12 months from the day of delivery by Supplier to the site for Alpha Controls & Services equipment and for Building Management Systems goods, which have been installed and operated under normal conditions and in accordance with generally accepted industry practices. This general warranty policy may be expanded or limited for particular categories of products or customers by information sheets published by Supplier from time to time:

The express warranties provided above are in lieu of all other warranties, express or implied. IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSES ARE EXCLUDED WITH RESPECT TO ANY AND ALL GOODS AND SERVICES FURNISHED BY SUPPLIER.

In case of Supplier's breach of warranty or any other duty with respect to the quality of any goods, the sole and exclusive remedies therefore shall be, at Supplier's option, (1) repair, (2) replacement, or (3) payment of or credit for the purchase price (less reasonable depreciation based upon actual use) upon return of the non-conforming goods or parts.

Return authorization must be obtained from Supplier prior to the return of any defective material. All unauthorized returns will be sent back, freight collect, to the Customer. All returns must be made with transportation prepaid by the Customer. Supplier's examination of the units must disclose to its satisfaction that defects exist and have not been caused by misuse, neglect, improper installation, repair, alteration or accident before replacement is made or credit issued.

6. **Force Majeure.** Supplier and Customer assume the non-occurrence of the following contingencies which, without limitation, might render performance by Supplier impractical: strike, riots, fires, war, late or non-delivery by suppliers to Supplier, and all other contingencies beyond the reasonable control of supplier.

7. **No Consequential Damages.** Under no circumstances shall Supplier be liable to any person (including distributor) for loss of use, income, or profit or for incidental, special or consequential or other similar damages, arising, directly or indirectly out of or occasioned by the sale, operation, use, installation, repair or replacement of the goods or services, whether such damages are based on a claim of breach of express or implied warranties (including merchantability or fitness for a particular purpose), tortious conduit (including negligence and strict liability) or any other cause of action, except only in the case of personal injury where applicable law requires such liability.

8. **Governing Law.** The law of the State of Illinois shall govern all transactions to which these standard terms and conditions apply.

9. **Prices** in this quotation remain in effect for 45 days from date of issue.

---

**Corporate HQ:**  
4104 Charles Street  
Rockford, IL 61108

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2867 Via Verde  
Springfield, IL 62703

**Champaign Office:**  
2110 Clearlake Boulevard Suite #101  
Champaign, IL 61822

**Wisconsin Office:**  
8845 S. Greenview Drive #2  
Middleton, WI 53562

# PROPOSAL



Proposed By  
**Jeff Francis**

Account Executive  
M: 815.520.4237  
E: jefff@alphaacs.com

Proposal for Temperature Controls  
Winnebago County Courthouse Building

Proposal #: ACS21-2250B  
Proposal Date: August 19, 2022

Addendums Acknowledged:

## Summary

The intent of this project is to upgrade the existing Schneider Electric Niagara Framework controllers Network Controllers. We are pleased to introduce you to the Schneider Electric EcoStruxure solution known as EcoStruxure Building Operation (EBO). EcoStruxure Building Operation is an open and secure building management platform that integrates multiple systems for centralized, real-time control and management across one to many enterprise buildings. The platform natively supports standard open protocols out-of-the-box. The new EBO allows for IT compliance, an improved desktop environment (tiles), enhanced reports and report generating, industry leading cyber security, elimination of dependence on Java and overall improved operation efficiencies. A foremost benefit of EBO is its "Backward Compatibility" with your installed BMS infrastructure; allowing us to not only use your installed investment but enhance its performance for improved operational and energy efficiency.

The Enterprise Server and Automation Servers are preconfigured in our office to allow for a smooth transition of your facility with minimal disruption to the operation and to your occupants. The Automation Servers will provide you with a new and improved Browser interface that is backwards compatible with our legacy systems while providing a cost-effective migration path forward.

### Automation Server Features:

- Risk Management Framework (RMF), UFC 4-010-06.
- BACnet/IP, BACnet/MSTP and BACnet/Ethernet communications support.
- LonWorks IP and LonWorks FTT10 communications support.
- MODBUS communications support.
- Cost effectiveness for any size commercial, institutional, industrial building applications.
- Provides alarming, logging, scheduling, control, and custom HVAC applications.

## GENERAL SCOPE

- Engineered control drawings.
- Startup, checkout, Owner training, commissioning, and 1-year warranty.
- Provide graphics, trends, and alarms for a browser-based control system that provides remote access to the building system including the following:
  - Text alarms, historical trend data and click and drag scheduling of equipment for week days, holidays, and special events.
  - NOTE: Owner to maintain IT system to support browser based graphics.

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Middleton, WI 53562

# PROPOSAL



## EXCLUSIONS

---

- Fire and/or fire/smoke dampers, life safety products and/or electrical or sheet metal installation labor
- Access doors, patching and/or painting
- Overtime and/or Shift/Premium Time
- Bonding and Permits
- Federal, State and Local Taxes
- Smoke detectors and/or modifications to fire alarm system
- Emergency Power
- All existing field devices and control wiring to remain for reuse. Any deficient control devices will not be replaced under this proposal and will not be covered under warranty.
- Repairs to existing BMS other than included in scope of work.

## Clarifications

---

- Owner's IT staff will be required to provide Ethernet connectivity and IP addressing or advise Alpha to reuse the existing IP addressing.
- Automation Servers will be installed in new enclosures and will reuse the existing Ethernet network drops.
- The Automation Servers will host a web based graphical interface that is accessible from any connected web browser and will report to the new EcoStruxure Enterprise Network Server software. The new EcoStruxure Enterprise Server software will be installed in owner supplied virtual environment.
- Electrical metallic tubing (EMT) shall be used in mechanical rooms & inaccessible areas. Flex not to exceed 3 LF.

**TOTAL BASE PRICE:**                      **\$26,664**      (Sales tax not included.)

The standard terms and conditions of sale are attached and are a part hereof:

### Proposed By

Name Jeff Francis

Title Account Executive

Company Alpha Controls & Services, LLC.

Date 8/19/2022

### Accepted By

Name \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Date \_\_\_\_\_

NOTWITHSTANDING ANY INCONSISTENT OR ADDITIONAL TERMS THAT MAY BE EMBODIED IN YOUR PURCHASE ORDER, SELLER WILL ACCEPT YOUR ORDER SUBJECT ONLY TO THE TERMS OF THE WRITTEN CONTRACT BETWEEN US UNDER WHICH YOUR ORDER IS PLACED. IF NO SUCH CONTRACT EXISTS SELLER WILL ACCEPT YOUR ORDER ONLY ON THE EXPRESS CONDITION THAT YOU ASSENT TO THE TERMS AND CONDITIONS CONTAINED ABOVE AND ON THE REVERS SIDE HEREOF; AND YOUR ACCEPTANCE AND RECEIPT OF THE GOODS SHIPPED HEREUNDER SHALL CONSTITUTE ASSENT TO SUCH TERMS AND CONDITIONS

---

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# PROPOSAL



All goods, services, and Firmware furnished by Alpha Controls & Services ("Supplier") are governed by these standard terms and conditions, and every agreement or other undertaking by Supplier is expressly conditioned on assent hereto by the buyer, and any end user with whom Supplier undertakes to deal, of Supplier's goods, services, and Firmware ("Customer"). These standard terms and conditions supersede all inconsistent printed terms submitted by Customer prior to Supplier's order acknowledgment. They may be varied only by a typed or legibly handwritten notation on the face of Supplier's quotation or order acknowledgment, Customer's purchase order form, or similar documents. Product and sales policy sheets and the like published from time to time by Supplier shall supplement but not supersede these standard terms and conditions. SUPPLIER IS NOT BOUND TO FURNISH ITS GOODS, SERVICES OR FIRMWARE EXCEPT IN ACCORDANCE WITH THE TERMS OF ITS ORDER ACKNOWLEDGMENT, FIRM QUOTATION, OR OTHER SIMILAR DOCUMENT ISSUED OVER THE SIGNATURE OF AN AUTHORIZED EMPLOYEE OF SUPPLIER. SUPPLIER'S REPRESENTATIVES, DISTRIBUTORS, DEALERS AND OTHER NON-EMPLOYEES HAVE NO AUTHORITY TO BIND SUPPLIER.

1. **Firmware.** The terms "goods" as used herein shall include Firmware which shall mean the set of instructions, consisting of symbolic language, processes, logic, routines, and programmed information in the form of firm or soft media relating to any of the goods and all revisions and modifications thereof.

2. **Price/Delivery Terms.** Unless otherwise provided on Supplier's order acknowledgment, price and delivery terms are FOB Supplier's plant and do not include sales, use, or other taxes. Supplier may, at its option, make partial shipments and invoice for same.

3. **Payment/Credit/Security.** Payment terms for buyers with a credit standing deemed adequate by Supplier are net 30 days from date of invoice. Supplier shall be entitled to charge interest thereafter at a rate permitted by law, but in no event to exceed 1½% per month. Whenever Supplier in good faith deems itself insecure, Supplier may cancel any outstanding contracts with Customer, revoke its extension of credit to Customer, reduce any unpaid debt by enforcing its security interest, created hereby, in all goods (and proceeds therefrom) furnished by Supplier to Customer, and take any other steps necessary or desirable to secure Supplier with respect to Customer's payment for goods and services furnished or to be furnished by Supplier.

In the event Customer for any reason withholds payment of any amount due Supplier, Supplier may declare itself insecure and suspend further shipment to Customer until Customer places the withheld amount in escrow and gives adequate security for further shipment or until Customer satisfies Supplier that Customer was entitled to withhold such amount. Supplier shall be entitled to recover from Customer all costs, including reasonable attorney's fees, incurred by Supplier in connection with the collection of any amount due Supplier.

4. **Cancellation by Customer.**

(a). Except as provided in sub-paragraph (b) below, Customer's wrongful non-acceptance or repudiation of a contract to purchase Supplier's goods or services shall entitle Supplier to recover the price or, where an action for the price is not permitted by law, damages, as provided by law, including Supplier's lost profits. In this connection all goods purchased and all services furnished by Supplier in complete or partial fulfillment of a special order from Customer shall be deemed identified to the contract between Supplier and Customer.

(b). Customer's wrongful non-acceptance or repudiation of a contract to purchase from Supplier goods which Supplier generally carries in inventory as stock items (or which are otherwise readily resalable by Supplier at a reasonable price) shall entitle Supplier to recover damages, as provided by law, including Supplier's lost profits.

5. **Warranty.** Supplier warrants that all new and unused goods furnished by Supplier are free from defect in workmanship and material as of the time and place of delivery by Supplier. Except for goods and services furnished by Supplier through its employees arising out of orders solicited by Supplier's Representatives and duly accepted by Supplier, Supplier does not warrant, and shall not be liable for, the quality of any goods or services furnished or to be furnished by representatives, distributors, dealers or other non-employees of Supplier.

As a matter of general warranty policy, Supplier honors an original buyer's warranty claim in the event of failure, within 12 months from the day of delivery by Supplier to the site for Alpha Controls & Services equipment and for Building Management Systems goods, which have been installed and operated under normal conditions and in accordance with generally accepted industry practices. This general warranty policy may be expanded or limited for particular categories of products or customers by information sheets published by Supplier from time to time:

The express warranties provided above are in lieu of all other warranties, express or implied. IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSES ARE EXCLUDED WITH RESPECT TO ANY AND ALL GOODS AND SERVICES FURNISHED BY SUPPLIER.

In case of Supplier's breach of warranty or any other duty with respect to the quality of any goods, the sole and exclusive remedies therefore shall be, at Supplier's option, (1) repair, (2) replacement, or (3) payment of or credit for the purchase price (less reasonable depreciation based upon actual use) upon return of the non-conforming goods or parts.

Return authorization must be obtained from Supplier prior to the return of any defective material. All unauthorized returns will be sent back, freight collect, to the Customer. All returns must be made with transportation prepaid by the Customer. Supplier's examination of the units must disclose to its satisfaction that defects exist and have not been caused by misuse, neglect, improper installation, repair, alteration or accident before replacement is made or credit issued.

6. **Force Majeure.** Supplier and Customer assume the non-occurrence of the following contingencies which, without limitation, might render performance by Supplier impractical: strike, riots, fires, war, late or non-delivery by suppliers to Supplier, and all other contingencies beyond the reasonable control of supplier.

7. **No Consequential Damages.** Under no circumstances shall Supplier be liable to any person (including distributor) for loss of use, income, or profit or for incidental, special or consequential or other similar damages, arising, directly or indirectly out of or occasioned by the sale, operation, use, installation, repair or replacement of the goods or services, whether such damages are based on a claim of breach of express or implied warranties (including merchantability or fitness for a particular purpose), tortious conduct (including negligence and strict liability) or any other cause of action, except only in the case of personal injury where applicable law requires such liability.

8. **Governing Law.** The law of the State of Illinois shall govern all transactions to which these standard terms and conditions apply.

9. **Prices** in this quotation remain in effect for 45 days from date of issue.

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**Corporate HQ:**  
4104 Charles Street  
Rockford, IL 61108

**Springfield Office:**  
2867 Via Verde  
Springfield, IL 62703

**Champaign Office:**  
2110 Clearlake Boulevard Suite #101  
Champaign, IL 61822

**Wisconsin Office:**  
8845 S. Greenvue Drive #2  
Middleton, WI 53562



# PROPOSAL



Proposed By  
**Jeff Francis**

Account Executive  
M: 815-520-4237  
E: jefff@alphaacs.com

Proposal for Temperature Controls  
ACS21-2571 Winnebago County Juvenile Detention Center

Proposal Date: August 18, 2022

Addendums Acknowledged: none

## Summary

The intent of this project is to upgrade the existing Schneider LON Network Controllers. We are pleased to introduce you to the Schneider Electric EcoStruxure solution known as EcoStruxure Building Operation (EBO). EcoStruxure Building Operation is an open and secure building management platform that integrates multiple systems for centralized, real-time control and management across one to many enterprise buildings. The platform natively supports standard open protocols out-of-the-box. The new EBO allows for IT compliance, an improved desktop environment (tiles), enhanced reports and report generating, industry leading cyber security, elimination of dependence on Java and overall improved operation efficiencies. A foremost benefit of EBO is its "Backward Compatibility" with your installed BMS infrastructure; allowing us to not only use your installed investment but enhance its performance for improved operational and energy efficiency.

The Enterprise Server and Automation Servers are preconfigured in our office to allow for a smooth transition of your facility with minimal disruption to the operation and to your occupants. The Automation Servers will provide you with a new and improved Browser interface that is backwards compatible with our legacy systems while providing a cost-effective migration path forward.

### Automation Server Features:

- Risk Management Framework (RMF), UFC 4-010-06.
- BACnet/IP, BACnet/MSTP and BACnet/Ethernet communications support.
- LonWorks IP and LonWorks FTT10 communications support.
- MODBUS communications support.
- Cost effectiveness for any size commercial, institutional, industrial building applications.
- Provides alarming, logging, scheduling, control, and custom HVAC applications.

## GENERAL SCOPE

- Engineered control drawings.
- Startup, checkout, Owner training, commissioning, and 1-year warranty.
- Provide graphics, trends, and alarms for a browser-based control system that provides remote access to the building system including the following:
  - Text alarms, historical trend data and click and drag scheduling of equipment for week days, holidays, and special events.
  - NOTE: Owner to maintain IT system to support browser based graphics.

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Middleton, WI 53562

# PROPOSAL



## EXCLUSIONS

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- Fire and/or fire/smoke dampers, life safety products and/or electrical or sheet metal installation labor
- Access doors, patching and/or painting
- Overtime and/or Shift/Premium Time
- Bonding and Permits
- Federal, State and Local Taxes
- Smoke detectors and/or modifications to fire alarm system
- Emergency Power
- All existing field devices and control wiring to remain for reuse. Any deficient control devices will not be replaced under this proposal and will not be covered under warranty.
- Repairs to existing BMS other than included in scope of work.

## Clarifications

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- Owner's IT staff will be required to provide Ethernet connectivity and IP addressing or advise Alpha to reuse the existing IP addressing.
- Automation Servers will be installed in new enclosures and will reuse the existing Ethernet network drops.
- The Automation Servers will host a web based graphical interface that is accessible from any connected web browser and will report to the new EcoStruxure Enterprise Network Server software. The new EcoStruxure Enterprise Server software will be installed in owner supplied virtual environment.
- Electrical metallic tubing (EMT) shall be used in mechanical rooms & inaccessible areas. Flex not to exceed 3 LF.
- Existing field controller programs are to remain as-is

**TOTAL BASE PRICE:**                      \$    23,936.00 (Sales tax not included.)

The standard terms and conditions of sale are attached and are a part hereof:

### Proposed By

Name Jeff Francis

Title Account Executive

Company Alpha Controls & Services, LLC.

Date 8/18/2022

### Accepted By

Name \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Date \_\_\_\_\_

NOTWITHSTANDING ANY INCONSISTENT OR ADDITIONAL TERMS THAT MAY BE EMBODIED IN YOUR PURCHASE ORDER, SELLER WILL ACCEPT YOUR ORDER SUBJECT ONLY TO THE TERMS OF THE WRITTEN CONTRACT BETWEEN US UNDER WHICH YOUR ORDER IS PLACED. IF NO SUCH CONTRACT EXISTS SELLER WILL ACCEPT YOUR ORDER ONLY ON THE EXPRESS CONDITION THAT YOU ASSENT TO THE TERMS AND CONDITIONS CONTAINED ABOVE AND ON THE REVERS SIDE HEREOF; AND YOUR ACCEPTANCE AND RECEIPT OF THE GOODS SHIPPED HEREUNDER SHALL CONSTITUTE ASSENT TO SUCH TERMS AND CONDITIONS

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(b). Customer's wrongful non-acceptance or repudiation of a contract to purchase from Supplier goods which Supplier generally carries in inventory as stock items (or which are otherwise readily resalable by Supplier at a reasonable price) shall entitle Supplier to recover damages, as provided by law, including Supplier's lost profits.

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As a matter of general warranty policy, Supplier honors an original buyer's warranty claim in the event of failure, within 12 months from the day of delivery by Supplier to the site for Alpha Controls & Services equipment and for Building Management Systems goods, which have been installed and operated under normal conditions and in accordance with generally accepted industry practices. This general warranty policy may be expanded or limited for particular categories of products or customers by information sheets published by Supplier from time to time:

The express warranties provided above are in lieu of all other warranties, express or implied. IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSES ARE EXCLUDED WITH RESPECT TO ANY AND ALL GOODS AND SERVICES FURNISHED BY SUPPLIER.

In case of Supplier's breach of warranty or any other duty with respect to the quality of any goods, the sole and exclusive remedies therefore shall be, at Supplier's option, (1) repair, (2) replacement, or (3) payment of or credit for the purchase price (less reasonable depreciation based upon actual use) upon return of the non-conforming goods or parts.

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**6. Force Majeure.** Supplier and Customer assume the non-occurrence of the following contingencies which, without limitation, might render performance by Supplier impractical: strike, riots, fires, war, late or non-delivery by suppliers to Supplier, and all other contingencies beyond the reasonable control of supplier.

**7. No Consequential Damages.** Under no circumstances shall Supplier be liable to any person (including distributor) for loss of use, income, or profit or for incidental, special or consequential or other similar damages, arising, directly or indirectly out of or occasioned by the sale, operation, use, installation, repair or replacement of the goods or services, whether such damages are based on a claim of breach of express or implied warranties (including merchantability or fitness for a particular purpose), tortious conduit (including negligence and strict liability) or any other cause of action, except only in the case of personal injury where applicable law requires such liability.

**8. Governing Law.** The law of the State of Illinois shall govern all transactions to which these standard terms and conditions apply.

**9. Prices** in this quotation remain in effect for 45 days from date of issue.

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**Wisconsin Office:**  
8845 S. Greenvue Drive #2  
Middleton, WI 53562

# PROPOSAL



Proposed By  
**Jeff Franics**

Account Executive  
M: 815-520-4237  
E: jefff@alphaacs.com

Proposal for Temperature Controls  
ACs21-2572 Winnebago County Health Department AS Upgrade

Proposal Date: August 18, 2022

Addendums Acknowledged: none

## Summary

The intent of this project is to upgrade the existing Schneider Electric LON Network Controllers. We are pleased to introduce you to the Schneider Electric EcoStruxure solution known as EcoStruxure Building Operation (EBO). EcoStruxure Building Operation is an open and secure building management platform that integrates multiple systems for centralized, real-time control and management across one to many enterprise buildings. The platform natively supports standard open protocols out-of-the-box. The new EBO allows for IT compliance, an improved desktop environment (tiles), enhanced reports and report generating, industry leading cyber security, elimination of dependence on Java and overall improved operation efficiencies. A foremost benefit of EBO is its "Backward Compatibility" with your installed BMS infrastructure; allowing us to not only use your installed investment but enhance its performance for improved operational and energy efficiency.

The Enterprise Server and Automation Servers are preconfigured in our office to allow for a smooth transition of your facility with minimal disruption to the operation and to your occupants. The Automation Servers will provide you with a new and improved Browser interface that is backwards compatible with our legacy systems while providing a cost-effective migration path forward.

### Automation Server Features:

- Risk Management Framework (RMF), UFC 4-010-06.
- BACnet/IP, BACnet/MSTP and BACnet/Ethernet communications support.
- LonWorks IP and LonWorks FTTP10 communications support.
- MODBUS communications support.
- Cost effectiveness for any size commercial, institutional, industrial building applications.
- Provides alarming, logging, scheduling, control, and custom HVAC applications.

## GENERAL SCOPE

- Engineered control drawings.
- Startup, checkout, Owner training, commissioning, and 1-year warranty.
- Provide graphics, trends, and alarms for a browser-based control system that provides remote access to the building system including the following:
  - Text alarms, historical trend data and click and drag scheduling of equipment for week days, holidays, and special events.
  - NOTE: Owner to maintain IT system to support browser based graphics.

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# PROPOSAL



## EXCLUSIONS

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- Fire and/or fire/smoke dampers, life safety products and/or electrical or sheet metal installation labor
- Access doors, patching and/or painting
- Overtime and/or Shift/Premium Time
- Bonding and Permits
- Federal, State and Local Taxes
- Smoke detectors and/or modifications to fire alarm system
- Emergency Power
- All existing field devices and control wiring to remain for reuse. Any deficient control devices will not be replaced under this proposal and will not be covered under warranty.
- Repairs to existing BMS other than included in scope of work.

## Clarifications

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- Owner's IT staff will be required to provide Ethernet connectivity and IP addressing or advise Alpha to reuse the existing IP addressing.
- Automation Servers will be installed in new enclosures and will reuse the existing Ethernet network drops.
- The Automation Servers will host a web based graphical interface that is accessible from any connected web browser and will report to the new EcoStruxure Enterprise Network Server software. The new EcoStruxure Enterprise Server software will be installed in owner supplied virtual environment.
- Electrical metallic tubing (EMT) shall be used in mechanical rooms & inaccessible areas. Flex not to exceed 3 LF.
- Existing field controller programs are to remain as-is

**TOTAL BASE PRICE:**                      \$ 47,078.00(Sales tax not included.)

The standard terms and conditions of sale are attached and are a part hereof:

### Proposed By

Name Jeff Francis

Title Account Executive

Company Alpha Controls & Services, LLC.

Date 8/18/2022

### Accepted By

Name \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Date \_\_\_\_\_

NOTWITHSTANDING ANY INCONSISTENT OR ADDITIONAL TERMS THAT MAY BE EMBODIED IN YOUR PURCHASE ORDER, SELLER WILL ACCEPT YOUR ORDER SUBJECT ONLY TO THE TERMS OF THE WRITTEN CONTRACT BETWEEN US UNDER WHICH YOUR ORDER IS PLACED. IF NO SUCH CONTRACT EXISTS SELLER WILL ACCEPT YOUR ORDER ONLY ON THE EXPRESS CONDITION THAT YOU ASSENT TO THE TERMS AND CONDITIONS CONTAINED ABOVE AND ON THE REVERS SIDE HEREOF; AND YOUR ACCEPTANCE AND RECEIPT OF THE GOODS SHIPPED HEREUNDER SHALL CONSTITUTE ASSENT TO SUCH TERMS AND CONDITIONS

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The express warranties provided above are in lieu of all other warranties, express or implied. IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSES ARE EXCLUDED WITH RESPECT TO ANY AND ALL GOODS AND SERVICES FURNISHED BY SUPPLIER.

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# PROPOSAL



Proposed By  
**Jeff Francis**

Account Executive  
M: 815-520-4237  
E: jefff@alphaacs.com

Proposal for Temperature Controls  
ACs21-2574 Winnebago County Old Courthouse AS upgrade

Proposal Date: August 18, 2022

Addendums Acknowledged:none

## Summary

The intent of this project is to upgrade the existing Schneider Electric LON Network Controllers. We are pleased to introduce you to the Schneider Electric EcoStruxure solution known as EcoStruxure Building Operation (EBO). EcoStruxure Building Operation is an open and secure building management platform that integrates multiple systems for centralized, real-time control and management across one to many enterprise buildings. The platform natively supports standard open protocols out-of-the-box. The new EBO allows for IT compliance, an improved desktop environment (tiles), enhanced reports and report generating, industry leading cyber security, elimination of dependence on Java and overall improved operation efficiencies. A foremost benefit of EBO is its "Backward Compatibility" with your installed BMS infrastructure; allowing us to not only use your installed investment but enhance its performance for improved operational and energy efficiency.

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- Cost effectiveness for any size commercial, institutional, industrial building applications.
- Provides alarming, logging, scheduling, control, and custom HVAC applications.

## GENERAL SCOPE

- Engineered control drawings.
- Startup, checkout, Owner training, commissioning, and 1-year warranty.
- Provide graphics, trends, and alarms for a browser-based control system that provides remote access to the building system including the following:
  - Text alarms, historical trend data and click and drag scheduling of equipment for week days, holidays, and special events.
  - NOTE: Owner to maintain IT system to support browser based graphics.

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**Wisconsin Office:**  
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Middleton, WI 53562

# PROPOSAL



## EXCLUSIONS

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- Fire and/or fire/smoke dampers, life safety products and/or electrical or sheet metal installation labor
- Access doors, patching and/or painting
- Overtime and/or Shift/Premium Time
- Bonding and Permits
- Federal, State and Local Taxes
- Smoke detectors and/or modifications to fire alarm system
- Emergency Power
- All existing field devices and control wiring to remain for reuse. Any deficient control devices will not be replaced under this proposal and will not be covered under warranty.
- Repairs to existing BMS other than included in scope of work.

## Clarifications

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- Owner's IT staff will be required to provide Ethernet connectivity and IP addressing or advise Alpha to reuse the existing IP addressing.
- Automation Servers will be installed in new enclosures and will reuse the existing Ethernet network drops.
- The Automation Servers will host a web based graphical interface that is accessible from any connected web browser and will report to the new EcoStruxure Enterprise Network Server software. The new EcoStruxure Enterprise Server software will be installed in owner supplied virtual environment.
- Electrical metallic tubing (EMT) shall be used in mechanical rooms & inaccessible areas. Flex not to exceed 3 LF.
- Existing field controller programs are to remain as-is

**TOTAL BASE PRICE:**                      \$ 23,936.00 (Sales tax not included.)

The standard terms and conditions of sale are attached and are a part hereof:

### Proposed By

Name Jeff Francis  
Title Account Executive  
Company Alpha Controls & Services, LLC.  
Date 8/18/2022

### Accepted By

Name \_\_\_\_\_  
Title \_\_\_\_\_  
Company \_\_\_\_\_  
Date \_\_\_\_\_

NOTWITHSTANDING ANY INCONSISTENT OR ADDITIONAL TERMS THAT MAY BE EMBODIED IN YOUR PURCHASE ORDER, SELLER WILL ACCEPT YOUR ORDER SUBJECT ONLY TO THE TERMS OF THE WRITTEN CONTRACT BETWEEN US UNDER WHICH YOUR ORDER IS PLACED. IF NO SUCH CONTRACT EXISTS SELLER WILL ACCEPT YOUR ORDER ONLY ON THE EXPRESS CONDITION THAT YOU ASSENT TO THE TERMS AND CONDITIONS CONTAINED ABOVE AND ON THE REVERS SIDE HEREOF; AND YOUR ACCEPTANCE AND RECEIPT OF THE GOODS SHIPPED HEREUNDER SHALL CONSTITUTE ASSENT TO SUCH TERMS AND CONDITIONS

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In the event Customer for any reason withholds payment of any amount due Supplier, Supplier may declare itself insecure and suspend further shipment to Customer until Customer places the withheld amount in escrow and gives adequate security for further shipment or until Customer satisfies Supplier that Customer was entitled to withhold such amount. Supplier shall be entitled to recover from Customer all costs, including reasonable attorney's fees, incurred by Supplier in connection with the collection of any amount due Supplier.

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**5. Warranty.** Supplier warrants that all new and unused goods furnished by Supplier are free from defect in workmanship and material as of the time and place of delivery by Supplier. Except for goods and services furnished by Supplier through its employees arising out of orders solicited by Supplier's Representatives and duly accepted by Supplier, Supplier does not warrant, and shall not be liable for, the quality of any goods or services furnished or to be furnished by representatives, distributors, dealers or other non-employees of Supplier.

As a matter of general warranty policy, Supplier honors an original buyer's warranty claim in the event of failure, within 12 months from the day of delivery by Supplier to the site for Alpha Controls & Services equipment and for Building Management Systems goods, which have been installed and operated under normal conditions and in accordance with generally accepted industry practices. This general warranty policy may be expanded or limited for particular categories of products or customers by information sheets published by Supplier from time to time:

The express warranties provided above are in lieu of all other warranties, express or implied. IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSES ARE EXCLUDED WITH RESPECT TO ANY AND ALL GOODS AND SERVICES FURNISHED BY SUPPLIER.

In case of Supplier's breach of warranty or any other duty with respect to the quality of any goods, the sole and exclusive remedies therefore shall be, at Supplier's option, (1) repair, (2) replacement, or (3) payment of or credit for the purchase price (less reasonable depreciation based upon actual use) upon return of the non-conforming goods or parts.

Return authorization must be obtained from Supplier prior to the return of any defective material. All unauthorized returns will be sent back, freight collect, to the Customer. All returns must be made with transportation prepaid by the Customer. Supplier's examination of the units must disclose to its satisfaction that defects exist and have not been caused by misuse, neglect, improper installation, repair, alteration or accident before replacement is made or credit issued.

**6. Force Majeure.** Supplier and Customer assume the non-occurrence of the following contingencies which, without limitation, might render performance by Supplier impractical: strike, riots, fires, war, late or non-delivery by suppliers to Supplier, and all other contingencies beyond the reasonable control of supplier.

**7. No Consequential Damages.** Under no circumstances shall Supplier be liable to any person (including distributor) for loss of use, income, or profit or for incidental, special or consequential or other similar damages, arising, directly or indirectly out of or occasioned by the sale, operation, use, installation, repair or replacement of the goods or services, whether such damages are based on a claim of breach of express or implied warranties (including merchantability or fitness for a particular purpose), tortious conduit (including negligence and strict liability) or any other cause of action, except only in the case of personal injury where applicable law requires such liability.

**8. Governing Law.** The law of the State of Illinois shall govern all transactions to which these standard terms and conditions apply.

**9. Prices** in this quotation remain in effect for 45 days from date of issue.

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# PROPOSAL



Proposed By  
**Jeff Francis**

Account Executive  
M: 815-520-4237  
E: jefff@alphaacs.com

Proposal for Temperature Controls  
ACS21-2576 Winnebago County Juvenile Justice Center

Proposal Date: August 19, 2022

Addendums Acknowledged: none

## Summary

The intent of this project is to upgrade the existing Schneider Electric LON Network Controllers. We are pleased to introduce you to the Schneider Electric EcoStruxure solution known as EcoStruxure Building Operation (EBO). EcoStruxure Building Operation is an open and secure building management platform that integrates multiple systems for centralized, real-time control and management across one to many enterprise buildings. The platform natively supports standard open protocols out-of-the-box. The new EBO allows for IT compliance, an improved desktop environment (tiles), enhanced reports and report generating, industry leading cyber security, elimination of dependence on Java and overall improved operation efficiencies. A foremost benefit of EBO is its "Backward Compatibility" with your installed BMS infrastructure; allowing us to not only use your installed investment but enhance its performance for improved operational and energy efficiency.

The Enterprise Server and Automation Servers are preconfigured in our office to allow for a smooth transition of your facility with minimal disruption to the operation and to your occupants. The Automation Servers will provide you with a new and improved Browser interface that is backwards compatible with our legacy systems while providing a cost-effective migration path forward.

### Automation Server Features:

- Risk Management Framework (RMF), UFC 4-010-06.
- BACnet/IP, BACnet/MSTP and BACnet/Ethernet communications support.
- LonWorks IP and LonWorks FTTP10 communications support.
- MODBUS communications support.
- Cost effectiveness for any size commercial, institutional, industrial building applications.
- Provides alarming, logging, scheduling, control, and custom HVAC applications.

## GENERAL SCOPE

- Engineered control drawings.
- Startup, checkout, Owner training, commissioning, and 1-year warranty.
- Provide graphics, trends, and alarms for a browser-based control system that provides remote access to the building system including the following:
  - Text alarms, historical trend data and click and drag scheduling of equipment for week days, holidays, and special events.
  - NOTE: Owner to maintain IT system to support browser based graphics.

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# PROPOSAL



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- Electrical metallic tubing (EMT) shall be used in mechanical rooms & inaccessible areas. Flex not to exceed 3 LF.
- Existing field controller programs are to remain as-is

**TOTAL BASE PRICE:**                      \$    18,700.00 (Sales tax not included.)

The standard terms and conditions of sale are attached and are a part hereof:

### Proposed By

Name Jeff Francis

Title Account Executive

Company Alpha Controls & Services, LLC.

Date 8/19/2022

### Accepted By

Name \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Date \_\_\_\_\_

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(b). Customer's wrongful non-acceptance or repudiation of a contract to purchase from Supplier goods which Supplier generally carries in inventory as stock items (or which are otherwise readily resalable by Supplier at a reasonable price) shall entitle Supplier to recover damages, as provided by law, including Supplier's lost profits.

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As a matter of general warranty policy, Supplier honors an original buyer's warranty claim in the event of failure, within 12 months from the day of delivery by Supplier to the site for Alpha Controls & Services equipment and for Building Management Systems goods, which have been installed and operated under normal conditions and in accordance with generally accepted industry practices. This general warranty policy may be expanded or limited for particular categories of products or customers by information sheets published by Supplier from time to time:

The express warranties provided above are in lieu of all other warranties, express or implied. IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSES ARE EXCLUDED WITH RESPECT TO ANY AND ALL GOODS AND SERVICES FURNISHED BY SUPPLIER.

In case of Supplier's breach of warranty or any other duty with respect to the quality of any goods, the sole and exclusive remedies therefore shall be, at Supplier's option, (1) repair, (2) replacement, or (3) payment of or credit for the purchase price (less reasonable depreciation based upon actual use) upon return of the non-conforming goods or parts.

Return authorization must be obtained from Supplier prior to the return of any defective material. All unauthorized returns will be sent back, freight collect, to the Customer. All returns must be made with transportation prepaid by the Customer. Supplier's examination of the units must disclose to its satisfaction that defects exist and have not been caused by misuse, neglect, improper installation, repair, alteration or accident before replacement is made or credit issued.

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**7. No Consequential Damages.** Under no circumstances shall Supplier be liable to any person (including distributor) for loss of use, income, or profit or for incidental, special or consequential or other similar damages, arising, directly or indirectly out of or occasioned by the sale, operation, use, installation, repair or replacement of the goods or services, whether such damages are based on a claim of breach of express or implied warranties (including merchantability or fitness for a particular purpose), tortious conduit (including negligence and strict liability) or any other cause of action, except only in the case of personal injury where applicable law requires such liability.

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# PROPOSAL



Proposed By

**Mike Williams**

Manager – Mechanical Services

M: 815-520-4067

E: mikew@alphaacs.com

Proposal for

**Aaon RTU Controls Retrofit**

Proposal #: ACS21-2248

Proposal Date: August 3, 2022

## Base Bid – Per RTU

- Provide labor to disconnect and remove existing RTU Tridium JACE.
- Provide and Install all needed cable to connect unit control devices to existing MNL-800.
  - MNL-800 will be relocated to RTU electrical cabinet.
  - New LON Cable will be installed to connect to controller to existing LON Bus.
- Provide and Install (3) new probe type temperature sensors.
- Provide labor to program existing MNL-800 with same WPT file as RTU-01.
- Start up and verify operation.

## Exclusions

- Fire and/or fire/smoke dampers, life safety products and/or electrical or sheet metal installation labor
- Access doors, patching and/or painting
- Overtime and/or Shift/Premium Time
- Bonding and Permits
- Federal, State and Local Taxes
- Smoke detectors and/or modifications to fire alarm system
- Providing and/or installation of gauges, thermometers, thermo-wells, balancing valves, thermowells, pressure taps & hand valves
- VFD's, starters, and power wiring by others
- Installation of control valves
- Draining, cleaning, and/or flushing piping systems.
- Emergency Power
- BIM modeling

Total Proposal for (1) Aaon RTU: \$6,360.00

Total Proposal for (2) Aaon RTU's: \$11,340.00

Total Proposal for (3) Aaon RTU's: \$16,450.00

The standard terms and conditions of sale are attached and are a part hereof:

### Proposed By

Name Mike Williams

Title Manager – Mechanical Services

Company Alpha Controls & Services, LLC.

Date 8/3/2022

### Accepted By

Name \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Date \_\_\_\_\_

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## SOLE SOURCE JUSTIFICATION FORM

(PLEASE COMPLETE AND ATTACH TO MUNIS REQUISITION)

ORG/OBJ/PROJECT	ARP 61300-42117-RP033	REQUESTING DEPARTMENT	FACILITIES
MANUFACTURER	SCHNEIDER ELECTRIC	PRODUCT	X SERVICE X

DESCRIBE ITEM OR SERVICE BEING JUSTIFIED AND ITS FUNCTION:

FOR: ACS21-2250A ADMIN BUILDING - Energy engineers required to backward compatible design County building legacy system. Develop a cost-effective migration plan. They both designed the system but are also authorized national dealer (local).

THIS IS A SOLE SOURCE PURCHASE BECAUSE VENDOR IS:

- ☐ Sole provider of a licensed or patented good or service  
☒ Sole provider of items that are compatible with existing equipment, inventory, systems, programs or services  
☐ Sole provider of factory-authorized warranty service  
☐ Sole authorized distributor – manufacturer has established territories (e.g. Caterpillar parts)  
☐ The manufacturer (detail below or use attachment regarding why only this manufacturer's product can be used)  
☐ The software manufacturer (and sole maintenance/update provider)  
☐ Other – used equipment, distance for repair, trial test, over the counter resale (detail below or include an attachment)

Proposal #ACS21-2250A

REQUESTED SOURCE	Alpha Controls	CONTACT	Jeff Francis
EMAIL or PHONE	815-520-4237	WEBSITE	alphaacs.com

WHAT NECESSARY AND UNIQUE FEATURES DOES THIS PRODUCT OR SERVICE PROVIDE WHICH ARE NOT OFFERED FROM OTHER VENDORS? (Please be specific)

Alpha is authorized dealer and installer of Schneider Electric LON Network Controllers.

WHAT STEPS WERE TAKEN TO VERIFY THESE UNIQUE FEATURES ARE NOT AVAILABLE ELSEWHERE? WERE OTHER BRANDS and/or MANUFACTURERS EXAMINED or CONSIDERED? (Please list below)

Confirmed they are best option at this time.

DEPARTMENT APPROVAL

DATE

PURCHASING REVIEWED

DATE

COU ADMR OR CFO REVIEWED

DATE





# SOLE SOURCE JUSTIFICATION FORM

(PLEASE COMPLETE AND ATTACH TO MUNIS REQUISITION)

ORG/OBJ/PROJECT	ARP 61300-42117-RP038 <sup>43710 DS</sup>	REQUESTING DEPARTMENT FACILITIES			
MANUFACTURER	SCHNEIDER ELECTRIC	PRODUCT	X	SERVICE	X

DESCRIBE ITEM OR SERVICE BEING JUSTIFIED AND ITS FUNCTION:

FOR: ACS21-2250B COURTHOUSE BUILDING - Energy engineers required to backward compatible design County building legacy system. Develop a cost-effective migration plan. They both designed the system but are also authorized national dealer (local).

THIS IS A SOLE SOURCE PURCHASE BECAUSE VENDOR IS:

- ☐ Sole provider of a licensed or patented good or service  
☒ Sole provider of items that are compatible with existing equipment, inventory, systems, programs or services  
☐ Sole provider of factory-authorized warranty service  
☐ Sole authorized distributor – manufacturer has established territories (e.g. Caterpillar parts)  
☐ The manufacturer (detail below or use attachment regarding why only this manufacturer's product can be used)  
☐ The software manufacturer (and sole maintenance/update provider)  
☐ Other – used equipment, distance for repair, trial test, over the counter resale (detail below or include an attachment)

Proposal #ACS21-2250B


REQUESTED SOURCE	Alpha Controls	CONTACT	Jeff Francis
EMAIL or PHONE	815-520-4237	WEBSITE	alphaacs.com

WHAT NECESSARY AND UNIQUE FEATURES DOES THIS PRODUCT OR SERVICE PROVIDE WHICH ARE NOT OFFERED FROM OTHER VENDORS? (Please be specific)


Alpha is authorized dealer and installer of Schneider Electric LON Network Controllers.

WHAT STEPS WERE TAKEN TO VERIFY THESE UNIQUE FEATURES ARE NOT AVAILABLE ELSEWHERE? WERE OTHER BRANDS and/or MANUFACTURERS EXAMINED or CONSIDERED? (Please list below)

Confirmed they are best option at this time.


 DEPARTMENT APPROVAL (DS) 8-23-22 DATE


 PURCHASING REVIEWED 8-22-22 DATE


 SOU ADMR OR CFO REVIEWED  
 DEPARTMENT APPROVAL (DS) 8/22/2022 DATE





# SOLE SOURCE JUSTIFICATION FORM

(PLEASE COMPLETE AND ATTACH TO MUNIS REQUISITION)

ORG/OBJ/PROJECT	ARP 61300-42117-RP038	REQUESTING DEPARTMENT FACILITIES			
MANUFACTURER	SCHNEIDER ELECTRIC	PRODUCT	X	SERVICE	X

DESCRIBE ITEM OR SERVICE BEING JUSTIFIED AND ITS FUNCTION:

FOR: ACS21-2571 JUVENILE DETENTION CENTER - Energy engineers required to backward compatible design County building legacy system. Develop a cost-effective migration plan. They both designed the system but are also authorized national dealer (local).

THIS IS A SOLE SOURCE PURCHASE BECAUSE VENDOR IS:

- ☐ Sole provider of a licensed or patented good or service  
☒ Sole provider of items that are compatible with existing equipment, inventory, systems, programs or services  
☐ Sole provider of factory-authorized warranty service  
☐ Sole authorized distributor – manufacturer has established territories (e.g. Caterpillar parts)  
☐ The manufacturer (detail below or use attachment regarding why only this manufacturer's product can be used)  
☐ The software manufacturer (and sole maintenance/update provider)  
☐ Other – used equipment, distance for repair, trial test, over the counter resale (detail below or include an attachment)

Proposal #ACS21-2571-JDC

REQUESTED SOURCE	Alpha Controls	CONTACT	Jeff Francis
EMAIL or PHONE	815-520-4237	WEBSITE	alphaacs.com

WHAT NECESSARY AND UNIQUE FEATURES DOES THIS PRODUCT OR SERVICE PROVIDE WHICH ARE NOT OFFERED FROM OTHER VENDORS? (Please be specific)

Alpha is authorized dealer and installer of Schneider Electric LON Network Controllers.

WHAT STEPS WERE TAKEN TO VERIFY THESE UNIQUE FEATURES ARE NOT AVAILABLE ELSEWHERE? WERE OTHER BRANDS and/or MANUFACTURERS EXAMINED or CONSIDERED? (Please list below)

Confirmed they are best option at this time.

DEPARTMENT APPROVAL (DS) 8-23-2022 DATE

PURCHASING REVIEWED 8-22-22 DATE

COO/ADM or CFO REVIEWED 8/22/2022 DATE  
 DEPARTMENT APPROVAL (DS)



# SOLE SOURCE JUSTIFICATION FORM

(PLEASE COMPLETE AND ATTACH TO MUNIS REQUISITION)

ORG/OBJ/PROJECT	ARP 61300-42117-RP038	REQUESTING DEPARTMENT	FACILITIES
MANUFACTURER	SCHNEIDER ELECTRIC	PRODUCT	X SERVICE X

DESCRIBE ITEM OR SERVICE BEING JUSTIFIED AND ITS FUNCTION:

FOR: ACS21-2576 JUVENILE JUSTICE CENTER - Energy engineers required to backward compatible design County building legacy system. Develop a cost-effective migration plan. They both designed the system but are also authorized national dealer (local).

THIS IS A SOLE SOURCE PURCHASE BECAUSE VENDOR IS:

- ☐ Sole provider of a licensed or patented good or service  
☒ Sole provider of items that are compatible with existing equipment, inventory, systems, programs or services  
☐ Sole provider of factory-authorized warranty service  
☐ Sole authorized distributor – manufacturer has established territories (e.g. Caterpillar parts)  
☐ The manufacturer (detail below or use attachment regarding why only this manufacturer's product can be used)  
☐ The software manufacturer (and sole maintenance/update provider)  
☐ Other – used equipment, distance for repair, trial test, over the counter resale (detail below or include an attachment)

Proposal #ACS21-2576-JJC

REQUESTED SOURCE	Alpha Controls	CONTACT	Jeff Francis
EMAIL or PHONE	815-520-4237	WEBSITE	alphaacs.com

WHAT NECESSARY AND UNIQUE FEATURES DOES THIS PRODUCT OR SERVICE PROVIDE WHICH ARE NOT OFFERED FROM OTHER VENDORS? (Please be specific)

Alpha is authorized dealer and installer of Schneider Electric LON Network Controllers.

WHAT STEPS WERE TAKEN TO VERIFY THESE UNIQUE FEATURES ARE NOT AVAILABLE ELSEWHERE? WERE OTHER BRANDS and/or MANUFACTURERS EXAMINED or CONSIDERED? (Please list below)

Confirmed they are best option at this time.

DEPARTMENT APPROVAL CFO (DS) 8-23-2022 DATE  
  
 COU ADMR OR CFO REVIEWED 8/22/2022 DATE  
 DEPARTMENT APPROVAL (DS)

PURCHASING REVIEWED 8-22-22 DATE



# SOLE SOURCE JUSTIFICATION FORM

(PLEASE COMPLETE AND ATTACH TO MUNIS REQUISITION)

ORG/OBJ/PROJECT	ARP 61300-42117-RP03 <i>143110 DS</i>	REQUESTING DEPARTMENT FACILITIES			
MANUFACTURER	SCHNEIDER ELECTRIC	PRODUCT	<input checked="" type="checkbox"/>	SERVICE	<input checked="" type="checkbox"/>

DESCRIBE ITEM OR SERVICE BEING JUSTIFIED AND ITS FUNCTION:

FOR: ACS21-2274 OLD COURTHOUSE AS UPGRADE - Energy engineers required to backward compatible design County building legacy system. Develop a cost-effective migration plan. They both designed the system but are also authorized national dealer (local).

THIS IS A SOLE SOURCE PURCHASE BECAUSE VENDOR IS:

- ☐ Sole provider of a licensed or patented good or service  
☒ Sole provider of items that are compatible with existing equipment, inventory, systems, programs or services  
☐ Sole provider of factory-authorized warranty service  
☐ Sole authorized distributor – manufacturer has established territories (e.g. Caterpillar parts)  
☐ The manufacturer (detail below or use attachment regarding why only this manufacturer's product can be used)  
☐ The software manufacturer (and sole maintenance/update provider)  
☐ Other – used equipment, distance for repair, trial test, over the counter resale (detail below or include an attachment)

Proposal #ACS21-2274 OLD COURTHOUSE AS UPGRADE



REQUESTED SOURCE	Alpha Controls	CONTACT	Jeff Francis
EMAIL or PHONE	815-520-4237	WEBSITE	alphaacs.com

WHAT NECESSARY AND UNIQUE FEATURES DOES THIS PRODUCT OR SERVICE PROVIDE WHICH ARE NOT OFFERED FROM OTHER VENDORS? (Please be specific)

Alpha is authorized dealer and installer of Schneider Electric LON Network Controllers.

WHAT STEPS WERE TAKEN TO VERIFY THESE UNIQUE FEATURES ARE NOT AVAILABLE ELSEWHERE? WERE OTHER BRANDS and/or MANUFACTURERS EXAMINED or CONSIDERED? (Please list below)

Confirmed they are best option at this time.

  
 DEPARTMENT APPROVAL CFO (DS) *8-23-22* DATE  
  
 GOU ADMR OR CFO REVIEWED *8/22/2022* DATE  
 DEPARTMENT APPROVAL (DS)

  
 PURCHASING REVIEWED *8-22-22* DATE



# SOLE SOURCE JUSTIFICATION FORM

(PLEASE COMPLETE AND ATTACH TO MUNIS REQUISITION)

ORG / OBJ CODE	61300-43710-RP038	DEPARTMENT FACILITIES	
MANUFACTURER	Alpha Controls	PRODUCT	SERVICE
DEPARTMENT CONTACT	Shawn Franks	EMAIL/PHONE	Ex.4670 sfranks@fm.wincoil.gov

## DESCRIBE ITEM OR SERVICE BEING JUSTIFIED AND ITS FUNCTION:

Upgrading controls that are obsolete on three Roof Top Units of the Administration Building.

## THIS IS A SOLE SOURCE BECAUSE VENDOR IS:

- ☐ sole provider of a licensed or patented good or service
- ☒ sole provider of items that are compatible with existing equipment, inventory, systems, programs or services
- ☐ sole provider of factory-authorized warranty service
- ☐ sole authorized distributor – manufacturer has established territories (e.g. Caterpillar parts)
- ☐ the manufacturer (detail below or use attachment regarding why only this manufacturer's product can be used)
- ☐ the software manufacturer (and sole maintenance/update provider)
- ☐ other – used equipment, distance for repair, trial test, over the counter resale (detail below or include an attachment)

Alpha Controls is the existing Company for our BMS software

REQUESTED SOURCE		CONTACT	
EMAIL or PHONE		WEBSITE	

## WHAT NECESSARY AND UNIQUE FEATURES DOES THIS PRODUCT OR SERVICE PROVIDE WHICH ARE NOT OFFERED FROM OTHER VENDORS? (Please be specific)

Alpha Controls is the existing Company for our BMS (Building Management System). We currently have these controls in thirteen (13) buildings. We would need to go out for Bids to replace the entire BMS.

## WHAT STEPS WERE TAKEN TO VERIFY THESE UNIQUE FEATURES ARE NOT AVAILABLE ELSEWHERE? WERE OTHER BRANDS and/or MANUFACTURERS EXAMINED or CONSIDERED? (Please list below)

--

REQUESTING DEPT

8/9/2022

DATE REQUESTED

PURCHASING DEPT

REVIEW DATE



# SOLE SOURCE JUSTIFICATION FORM

(PLEASE COMPLETE AND ATTACH TO MUNIS REQUISITION)

ORG/OBJ/PROJECT	ARP 61300-41117-RP038	REQUESTING DEPARTMENT FACILITIES			
MANUFACTURER	SCHNEIDER ELECTRIC	PRODUCT	X	SERVICE	X

DESCRIBE ITEM OR SERVICE BEING JUSTIFIED AND ITS FUNCTION:

FOR: ACS21-2272 HEALTH DEPARTMENT AS UPGRADE - Energy engineers required to backward compatible design County building legacy system. Develop a cost-effective migration plan. They both designed the system but are also authorized national dealer (local).

THIS IS A SOLE SOURCE PURCHASE BECAUSE VENDOR IS:

- ☐ Sole provider of a licensed or patented good or service
- ☒ Sole provider of items that are compatible with existing equipment, inventory, systems, programs or services
- ☐ Sole provider of factory-authorized warranty service
- ☐ Sole authorized distributor – manufacturer has established territories (e.g. Caterpillar parts)
- ☐ The manufacturer (detail below or use attachment regarding why only this manufacturer's product can be used)
- ☐ The software manufacturer (and sole maintenance/update provider)
- ☐ Other – used equipment, distance for repair, trial test, over the counter resale (detail below or include an attachment)

Proposal #ACS21-2272 HEALTH DEPARTMENT AS UPGRADE

REQUESTED SOURCE	Alpha Controls	CONTACT	Jeff Francis
EMAIL or PHONE	815-520-4237	WEBSITE	alphaacs.com

WHAT NECESSARY AND UNIQUE FEATURES DOES THIS PRODUCT OR SERVICE PROVIDE WHICH ARE NOT OFFERED FROM OTHER VENDORS? (Please be specific)

Alpha is authorized dealer and installer of Schneider Electric LON Network Controllers.

WHAT STEPS WERE TAKEN TO VERIFY THESE UNIQUE FEATURES ARE NOT AVAILABLE ELSEWHERE? WERE OTHER BRANDS and/or MANUFACTURERS EXAMINED or CONSIDERED? (Please list below)

Confirmed they are best option at this time.

DEPARTMENT APPROVAL

CFO  
(DS)

DATE

8-23-22

PURCHASING REVIEWED

DATE

8-22-22

COU ADMR OR CFO REVIEWED

DEPARTMENT APPROVAL  
(DS)

DATE

8/22/2022





## Resolution Executive Summary

**Prepared By:** Purchasing Department for the Facilities Department  
**Committee:** Finance Committee  
**Committee Date:** January 5, 2023  
**Resolution Title:** Resolution for the Purchase of a Truck for Facilities Department  
**County Code:** Winnebago County Purchasing Ordinance  
**Board Meeting Date:** January 12, 2023

**Budget Information:**

<b>Was item budgeted?</b> Yes - CIP Funded	<b>Appropriation Amount:</b> \$59,000.00 - Truck
<b>If not, explain funding source:</b>	
<b>ORG/OBJ/Project Code:</b> 82200-46410-C2105	<b>Budget Impact:</b> N/A

**Background Information:**

The Facilities Department has been in need of replacing one of their older plow trucks. The truck is a 2002 GMC with over 173,000 miles.

In September 2021, the Finance Committee and County Board approved a new truck and snowplow using 2021 CIP funds. POs were issued for each purchase. The snowplow PO was completed, however, the PO for the Ford F250 was not. Due to lack of inventory, government funded orders were not being filled in FY2021 and 2022.

The County now has an opportunity, to purchase a 2023 Ford F250, before the Ford ordering window on 2023 models expires in the very near future.

**Recommendation:**

Shawn Franks recommends the approval of a new 2023 Ford F250 truck purchase from Rock River Block, Rockford, Illinois.

**Follow-Up:**

Purchasing Department will issue a County Purchase Order to Rock River Block for FIFTY-NINE THOUSAND DOLLARS (\$59,000.00) to complete the ordering process for a 2023 truck.

County Board: January 12, 2023

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

Sponsored by: John Butitta, Committee Chairman

Submitted by: Finance Committee

2023 CR

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**RESOLUTION FOR THE PURCHASE OF A TRUCK FOR FACILITIES DEPARTMENT**

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**WHEREAS**, the County of Winnebago's Facilities Department is in need of replacing an older pick-up truck with high mileage; and,

**WHEREAS**, the Finance Committee of the County Board for the County of Winnebago, Illinois, has reviewed the quote for the aforementioned item (Resolution Exhibit A) and recommends issuing a County Purchase Order; and,

**WHEREAS**, the Finance Committee has determined that the Capital Improvement Funding for the aforementioned purchase shall be paid as follows:

**82200-46410-C2105**

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois that the County is authorized to execute, on behalf of the County of Winnebago, a Purchase Order with ROCK RIVER BLOCK, 224 NORTH ALPINE ROAD, ROCKFORD, ILLINOIS 61107, in the dollar amount of FIFTY-NINE THOUSAND DOLLARS (\$59,000.00).

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

Respectfully Submitted,  
**FINANCE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
JOHN BUTITTA, CHAIRMAN

\_\_\_\_\_  
JOHN BUTITTA, CHAIRMAN

\_\_\_\_\_  
JAIME SALGADO, VICE CHAIRMAN

\_\_\_\_\_  
JAIME SALGADO, VICE CHAIRMAN

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

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

\_\_\_\_\_  
KEITH McDONALD

\_\_\_\_\_  
KEITH McDONALD

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

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

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

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

\_\_\_\_\_  
MICHAEL THOMPSON

\_\_\_\_\_  
MICHAEL THOMPSON

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

Winnebago, Illinois this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

ATTESTED BY:

\_\_\_\_\_  
**LORI GUMMOW**

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

\_\_\_\_\_  
**JOSEPH CHIARELLI**

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





Preview Order W002 - F2B 4x4 Reg Cab SRW: Order Summary Time of Preview: 12/15/2022 08:40:52 Receipt: 12/15/2022

Dealership Name: Anderson's Rock River Ford

Sales Code : F41495

Dealer Rep.	MITCH EDLER	Type	Retail	Vehicle Line	Superduty	Order Code	W002
Customer Name	W COUNTY	Priority Code	19	Model Year	2023	Price Level	315

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F250 4X4 STYLESIDE PICKUP/142	\$46760	FRONT LICENSE PLATE BRACKET	\$0
142 INCH WHEELBASE	\$0	PLATFORM RUNNING BOARDS	\$320
OXFORD WHITE	\$0	10000# GVWR PACKAGE	\$0
VINYL 40/20/40 SEATS	\$0	50 STATE EMISSIONS	\$0
MEDIUM DARK SLATE	\$0	SNOW PLOW PREP PACKAGE	\$250
PREFERRED EQUIPMENT PKG.600A	\$0	JACK	\$0
.XL TRIM	\$0	UPFITTER SWITCHES	\$165
.AIR CONDITIONING -- CFC FREE	\$0	410 AMP ALTERNATOR	\$115
.AM/FM STEREO MP3/CLK	\$0	REMOTE START SYSTEM	\$250
.6.8L DEVCT NA PFI V8 ENGINE	\$0	TOUGH BED SPRAY IN BEDLINER	\$595
10-SPEED AUTO TORQSHIFT-G	\$0	DUAL BATTERY	\$210
.LT245/75R17E BSW ALL-SEASON	\$0	FUEL CHARGE	\$0
3.73 ELECTRONIC-LOCKING AXLE	\$430	PRICED DORA	\$0
JOB #1 ORDER	\$0	ADVERTISING ASSESSMENT	\$0
CV LOT MANAGEMENT	\$0	DESTINATION & DELIVERY	\$1795
		MSRP	
TOTAL BASE AND OPTIONS			\$50890
DISCOUNTS			NA
TOTAL			\$50890
SHIP TO : F41495			
224 N. Alpine Road, Rockford, IL, 61107-4904			

Customer Name:  
Customer Address:

Customer Email:  
  
Customer Phone:

Customer Signature

Date

*This order has not been submitted to the order bank.*

*This is not an invoice.*





Date: 12/19/2022  
Salesperson: \_\_\_\_\_  
Manager: Mitch Edler

FOR INTERNAL USE ONLY

BUSINESS NAME WINNEBAGO COUNTY Home Phone: \_\_\_\_\_  
CONTACT ANN JOHNS

Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

VEHICLE

Stock # \_\_\_\_\_ New / Used New VIN: \_\_\_\_\_ Mileage: \_\_\_\_\_

Vehicle 2023 FORD F-250 REG. CAB 4X4 Color: OXFORD WHITE

Type: \_\_\_\_\_

Market Value Selling Price	58,523.00
Discount	47.24
Adjusted Price	58,475.76
Taxable Fees (Estimated)	35.00
Doc Fee	324.24
Non Tax Fees	165.00
Cash Deposit	.00
Balance	59,000.00

Customer Approval \_\_\_\_\_ Management Approval: \_\_\_\_\_  
By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval For Information Only. This is not an offer or contract for sale.



## Resolution Executive Summary

**Prepared By:** Purchasing Department  
**Committee:** Finance Committee  
**Committee Date:** January 5, 2023  
**Resolution Title:** Resolution Awarding Bid for Animal Services Addition and Renovations with ARPA  
**Board Meeting Date:** January 12, 2023

<b>Was item budgeted?</b>	Yes - ARPA Funded	<b>Appropriation Amount:</b>	N/A
<b>ORG/OBJ/Project Code:</b>	61300-46320-RP011	<b>Budget Impact:</b>	N/A

### Background Information:

In July 2021, the County Board approved the use of ARPA funds to address building needs at the animal services facility. In October 2021, this project was reviewed and approved as an ARPA eligible project by Baker Tilly.

On March 17, 2022, the Finance Committee approved limited funds to hire an A&E firm to design the renovations and addition plans so it could be “bid out” to determine a total project cost before allocating additional funds. In March, Animal Service Administrator, Brett Frazier, chose Richard L. Johnson Associates, a local architecture firm, to develop a floor plan that will meet the project objectives with the limited funds.

This project objectives include replacing and upgrading part of the HVAC system, addressing safety and functionality concerns of the animal intake and treatment area (exam room), modernizing and addressing safety/welfare issues in animal housing, creating dedicated spaces for sanitation of animal supplies, adding x-ray capabilities and addressing overall building flow and efficiency.

In August 2022, the Purchasing Dept, used the developed construction documents, to conduct a public bidding process. A total of seven bids were received (See Resolution Exhibit A - Bid Tab). Scandroli was the lowest responsible bidder, including the Bid Alternatives line items. With Bid Alternatives, the total construction bid totals \$2,088,388.

During the months of November and December, the newly contracted, Huffman Facility Development’s Manager, Jeff Duesterbeck worked with County staff, the project architect, an outside HVAC engineer, City Building Department staff, several Board members and others in review of the project.

Huffman will be retained for Third Party Project Cost Management Services, in an amount not to exceed \$43,200. Richard L Johnson Associates design and construction management fees will total \$183,227 for all project phases. A five percent contingency has been added to the overall project budget and will only be used if approved in advanced and in writing by PO Change Order.

See the Master Project Budget (Executive Summary Attachment A) for more project details on all current line items verses the original bid.

**Follow-Up:** A&E firm will finalize all necessary construction documents and a Notice to Proceed will be issued to Scandroli Construction after Board approval.

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

Sponsored by: John Butitta, Committee Chairman

Submitted by: Finance Committee

2023 CR

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**RESOLUTION AWARDING BID FOR ANIMAL SERVICES ADDITION AND  
RENOVATIONS WITH ARPA FUNDS**

---

**WHEREAS**, the Winnebago County Animal Services building is in need of renovations and an addition; and,

**WHEREAS**, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Section 2-357 (b) (1), Conditions for use. All procurements whose value equals or exceeds the competitive bidding threshold of \$25,000.00 shall be awarded by competitive sealed bidding in accordance with this section; and,

**WHEREAS**, competitive bids were received for solicitation #22B-2240 on September 13, 2022 for the following;

**ADDITION & RENOVATIONS WORK AT COUNTY ANIMAL SERVICES**

**WHEREAS**, Winnebago County Animal Services is in need of building renovations and the remodeling project has been approved by Baker Tilly for the use of American Rescue Plan (ARPA) funds; and,

**WHEREAS**, the Finance Committee has reviewed the bids for the aforementioned service and recommends awarding the bid with all bid alternates included, as follows:

**SCANDROLI CONSTRUCTION CO.**

**855 NORTH MADISON STREET**

**ROCKFORD, ILLINOIS 61107**

**(See RESOLUTION EXHIBIT A – Bid Tab)**

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois that the County Board Chairman is authorized to execute, on behalf of the County of Winnebago a contract agreement and County Purchase Orders with SCANDROLI CONSTRUCTION CO., RICHARD L. JOHNSON ASSOCIATES and HUFFMAN FACILITY DEVELOPMENT, INC. for a total ARPA project amount not to exceed \$2,798,691.

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

Respectfully Submitted,  
**FINANCE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
JOHN BUTITTA, CHAIRMAN

\_\_\_\_\_  
JOHN BUTITTA, CHAIRMAN

\_\_\_\_\_  
JAIME SALGADO, VICE CHAIRMAN

\_\_\_\_\_  
JAIME SALGADO, VICE CHAIRMAN

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

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

\_\_\_\_\_  
KEITH McDONALD

\_\_\_\_\_  
KEITH McDONALD

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

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

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

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

\_\_\_\_\_  
MICHAEL THOMPSON

\_\_\_\_\_  
MICHAEL THOMPSON

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

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

**MASTER PROJECT BUDGET**  
**Winnebago County-Animal Services Project**

12/29/22

Cost Codes	DESCRIPTION	CURRENT BUDGET	VENDOR	BID BUDGET
100	<b>PRE-DEVELOPMENT COSTS</b>	<b>Current Budget</b>	<b>Vendor</b>	<b>Bid Budget</b>
101	Owner Project Manager-Pre Construction Assessment (Paid/invoiced to Date)	\$ 3,105	Huffman	
149	Architectural Fees-Design Phase 1 & 2 (Paid/invoiced to Date)	\$ 132,931	RLJ	\$ 132,931
	<b>Subtotal Pre-Development Costs</b>	<b>\$ 136,036</b>		<b>\$ 132,931</b>
200	<b>PROFESSIONAL SERVICES</b>	<b>Current Budget</b>	<b>Vendor</b>	<b>Bid Budget</b>
201	Owner Project Manager-Construction Management	\$ 43,200	Huffman	
202	Plan Review	\$ 528	RLJ	
231	Architectural Fees-Phase 3 Construction Administration	\$ 43,268	RLJ	\$ 43,268
250	Added HVAC Exhaust in the Existing Cat/Dog Wards-Design	\$ 4,000	RLJ	
	<b>Subtotal Professional Services Fees</b>	<b>\$ 90,996</b>		<b>\$ 43,268</b>
300	<b>CONSTRUCTION</b>	<b>Current Budget</b>	<b>Vendor</b>	<b>Bid Budget</b>
301	Construction Costs (Includes All Add Alts)	\$ 2,088,388	Scandroli	\$ 2,088,388
302	Building Permit-(Obtained by RLJ as a Reimbursable Expense)	\$ 2,500	RLJ	
303	Construction Material Testing	\$ 7,500	Testing Serv. Corp	
304	Access Control (Card Reader System)	\$ 30,000	Winn. Co.	
305	Security (Cameras)	\$ 10,000	Scandroli	
306	AV Equipment	\$ -		
	<b>Subtotal Construction</b>	<b>\$ 2,138,388</b>		<b>\$ 2,088,388</b>
400	<b>OWNER DIRECT</b>	<b>Current Budget</b>	<b>Vendor</b>	<b>Bid Budget</b>
401	Equipment & Furniture	\$ 463,907	by Brett	
402	Misc. appliances	\$ -		
403	Signage (Interior)	\$ 15,000	TBD	
404	Technology-WAP System & Phones	\$ 10,000	TBD	
405	Chain Link Fencing (See North Elevation Details)	\$ -		
407	Builders Risk Insurance	\$ 10,000	Winn. Co.	
447	Moving & Temporary Storage Expenses	\$ 25,000	TBD	
	<b>Subtotal FF&amp;E</b>	<b>\$ 523,907</b>		<b>\$ -</b>
500	<b>OTHER EXPENSES</b>	<b>Current Budget</b>	<b>Vendor</b>	<b>Bid Budget</b>
501	Utility expenses by owner	\$ -		
502	Utility Service Upgrade Expenses	\$ 25,000	TBD	
547	Fire Separation Required by City	\$ 20,000	Scandroli	
548	Flat Roof Replacement Allowance	\$ 45,000	Scandroli	
549	Added HVAC Exhaust in the Existing Cat/Dog Wards-Construction	\$ 150,000	Scandroli	
	<b>Subtotal Other Expenses</b>	<b>\$ 240,000</b>		<b>\$ -</b>
600	<b>ADDITIONAL FUNDING SOURCES</b>	<b>Current Budget</b>	<b>Vendor</b>	<b>Bid Budget</b>
601	Animal Services FF&E Operating Funds	\$ (463,907)		
	<b>Subtotal Additional Funding</b>	<b>\$ (463,907)</b>		
	<b>PROJECT BEFORE CONTINGENCY</b>	<b>\$ 2,665,420</b>		<b>\$ 2,264,587</b>
701	<b>OWNER DESIGN/CONSTRUCTION CONTINGENCY</b>	<b>\$ 133,271</b>	<b>5%</b>	<b>\$ 113,229</b>
	<b>TOTAL COUNTY PROJECT BUDGET (Less FF&amp;E)</b>	<b>\$ 2,798,691</b>		<b>\$ 2,377,816</b>

**FF&E-Operational Equipment Costs (From Brett)**

X-Ray	\$	45,000
Freezer	\$	25,000
Freezer System Install	\$	7,500
Dog Kennels	\$	112,000
Cat Enclosures	\$	115,000
Install of Kennels (\$80/hr x 4 man crew x 4 days X 3 rooms)	\$	7,680
Fencing (Dog Yards)	\$	50,000
Dog Wash Station	\$	6,000
	\$	368,180
Escalation (20%)	\$	73,636
<hr/>		
Subtotal FF&E	\$	441,816
FF&E Contingency (5%)	\$	22,091
Total FF&E Budget	\$	463,907

<b>Vendor Breakouts</b>		
<b>Vendor</b>		<b>Amount</b>
Huffman	\$	46,305
RLJ (Architect of Record)	\$	183,227
Scandroli	\$	2,313,388
Testing Services Corp.	\$	7,500
Winn Co. (These will minor vendors selected by facilities)	\$	40,000
Operational Equipment (Brett)	\$	463,907
Deduct Operational (Brett)	\$	(463,906.80)
TBD (Vendor yet to be sourced)	\$	75,000
Contingency (5%)	\$	133,271
<b>Total</b>	<b>\$</b>	<b>2,798,691</b>

RESOLUTION EXHIBIT A

BID TAB   Addition/Renovation Work  
@ Winnebago County Animal Services

Bid Date: September 13, 2022

Bid #22B-2240   RLJA #22-020

BIDDERS	BID QUAR	ADDM. RCPT.	SITE INSP.	PRE-BID MTG	CERTIFI- CATIONS	BASE BID	CALENDAR DAYS	ALT. BID NO. 1	ALT. BID NO. 2	ALT. BID NO. 3	ALT BID NO. 4	ALT. BID NO. 5
								Demo/Remodel new rooms	Replacement of site lighting	Replacement of Rooftop units	Air Filtering System	Performance & Payment Bonds
<b>Larson &amp; Larson Bldrs</b> 5612 Industrial Ave. Loves Park, IL 85-633-1773	5%	3	YES	YES		\$1,932,000	240	\$89,490	\$3,320	\$69,600	\$7,640	\$16,750
<b>Rockford Structures</b> 10540 N 2nd St. Mach PK, IL 815-633-6161	5%	3	YES	YES		\$1,953,000	168	\$76,000	\$15,000	\$72,000	\$4,500	\$29,000
<b>Scandroli Construction</b> 855 N. Madison St. Rockford, IL 815-962-4037	5%	3	YES	YES		\$1,888,888	245	\$88,000	\$13,000	\$73,000	\$8,000	\$17,500
<b>Schmeling Construction</b> 315 Harrison Avenue Rockford, IL 815-399-7800	5%	3	YES	YES		\$1,970,000		\$73,800	\$13,600	\$70,100	\$8,500	\$19,000
<b>Sjostrom &amp; Sons</b> 1129 Harrison Ave. Rockford, IL 815-226-0330	5%	3	YES	YES		\$2,115,000	275	\$90,000	\$13,750	\$103,500	\$15,850	\$21,500
<b>Stenstrom GC</b> 2420 20th Street Rockford, IL 815-398-2420	5%	3	YES	YES		\$1,918,000		\$117,500	\$15,200	\$95,100	\$14,100	\$14,000
<b>Winter Construction</b> 1840 S. Walnut Freeport, IL 815-235-1234	5%	3	YES	YES		\$2,194,000	395	\$84,000	\$14,200	\$82,300	\$8,300	\$18,400





## Resolution Executive Summary

Prepared By: J. Hanley/ Christy Skahill

Committee: Finance Committee

Committee Date: January 5, 2023

Resolution Title: Ordinance for a Budget Amendment for State's Attorney State Forfeiture Funds

County Code: Not Applicable

Board Meeting Date: January 12, 2023

### Budget Information:

Was item budgeted?	No	Appropriation Amount:	NA
If not, explain funding source: Existing balance of State's Attorney Forfeiture funds			
ORG/OBJ/Project Code: 42310-various		Budget Impact: \$100,000	

**Background Information:** Currently the State's Attorney State Forfeiture Fund has an existing balance of \$159,684. During the FY23 budget preparation, there was not a plan to expend these funds due to the restricted nature. An appropriate use of these funds has now been determined. The budget amendment is required in order to expend these funds properly.

**Recommendation:** Finance Department recommends.

**Contract/Agreement:** Not Applicable

**Legal Review:** Not Applicable

**Follow-Up:** Not Applicable

**2023 Fiscal Year**

Sponsored by:  
John Butitta, Finance Committee Chairman

Finance: January 5, 2023  
Lay Over: January 12, 2023  
**Final Vote: January 26, 2023**

**2023**

**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, 2023 and recommends its adoption.

**ORDINANCE**

**WHEREAS**, the Winnebago County periodically receives forfeiture funds from the State of Illinois which are restricted in nature and accounted for in a restricted County fund. The current available fund balance is \$159,684. The State's Attorney has determined an appropriate use for a portion of these funds.

**WHEREAS**, the Winnebago County Board adopted the "Annual Budget and Appropriation Ordinance" for the fiscal year ending September 30, 2023 at its September 30, 2022 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 **#23-006 State's Attorney Forfeiture Funds**.

Respectfully Submitted,  
**FINANCE COMMITTEE**

**(AGREE)**

**(DISAGREE)**

\_\_\_\_\_  
JOHN BUTITTA,  
FINANCE CHAIRMAN

\_\_\_\_\_  
JOHN BUTITTA,  
FINANCE CHAIRMAN

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

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JEAN CROSBY

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JOE HOFFMAN

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KEITH McDONALD

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KEITH McDONALD

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JOHN F. SWEENEY

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

\_\_\_\_\_  
MICHAEL THOMPSON

\_\_\_\_\_  
MICHAEL THOMPSON

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

ATTESTED BY:

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

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

2023  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		<b>1/5/2023</b>		AMENDMENT NO: 2023-006	
DEPARTMENT:		State's Attorney		SUBMITTED BY: J Hanley / Christy Skahill	
FUND#:		0123		DEPT. BUDGET NO. 42310	

Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
42310	43941		Dues & Memberships	\$0	\$0	\$0	\$15,000	\$15,000
42310	43942		Instruction and Schooling	\$0	\$0	\$0	\$40,000	\$40,000
42310	42115		Office Equipment	\$0	\$0	\$0	\$40,000	\$40,000
42310	43190		Other Professional Services	\$0	\$0	\$0	\$5,000	\$5,000
<b>Revenue</b>								
<b>TOTAL ADJUSTMENT:</b>							\$100,000	
<b>Reason budget amendment is required:</b>								
Currently the State's Attorney State Forfeiture Fund has an existing balance of \$159,684. During the FY23 budget preparation, there was not a plan to expend these funds due to the restricted nature. An appropriate use of these funds has now been determined. The budget amendment is required in order to expend these funds properly.								
<b>Potential alternatives to budget amendment:</b>								
None								
<b>Impact to fiscal year 2023 budget: \$100,000</b>								
<b>Revenue Source: Fund 0123 Fund Balance</b>								



# Ordinance Executive Summary

Prepared By: Marlana Dokken  
Committee: Finance Committee  
Committee Date: January 5, 2023  
Resolution Title: Ordinance for Approval of Budget Amendment for Distribution of Opioid Lawsuit Settlement Funds  
County Code: Winnebago County Annual Appropriation Ordinance

Board Meeting Date: January 12, 2023

**Budget Information:**

Was item budgeted? No	Appropriation Amount: \$215,441.69
If not, explain funding source: Opioid Lawsuit Settlement	
ORG/OBJ/Project Code:	Budget Impact: None

**Background Information:** The County of Winnebago, Illinois is one of many governmental agencies that filed suit against entities for opioid-related claims and pursuant to the Illinois Opioid Allocation Agreement a settlement has been reached against the three largest pharmaceutical distributors. This specific lawsuit resulted in a settlement of \$215,441.69 for the County of Winnebago, Illinois to be distributed to the Coroner's Office. This amendment serves to make corrective accounting adjustments to maintain available program funds in separate Munis accounts.

**Recommendation:** Finance Department guidance suggests this accounting adjustment should be made to maintain separation between grant funds and operational expenses as required by Federal grant guidance.

**Contract/Agreement:** The funding award is available for review.

**Legal Review:** Not Applicable

**Follow-Up:** Update Munis Accounting records.

**2023 Fiscal Year**

Sponsored by:  
John Butitta, Finance Committee Chairman

Finance: January 5, 2023  
Lay Over: January 12, 2023  
**Final Vote: January 26, 2023**

**2023 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, 2023 and recommends its adoption.

**ORDINANCE**

**WHEREAS**, the County of Winnebago, Illinois is one of many governmental agencies that filed suit against entities for opioid-related claims and pursuant to the Illinois Opioid Allocation Agreement a settlement has been reached against the three largest pharmaceutical distributors, AmerisourceBergen, Cardinal Health, and McKesson (collectively, "Distributors") and Janssen/Johnson & Johnson ("J&J"); and

**WHEREAS**, this specific lawsuit resulted in a settlement of \$215,441.69 for the County of Winnebago, Illinois; and

**WHEREAS**, the Winnebago County Coroner's Office submitted a proposal for utilization of the funds to County Administration and was selected to be the beneficiary of the settlement funds; and

**WHEREAS**, the Winnebago County Board adopted the "Annual Budget and Appropriation Ordinance" for the fiscal year ending September 30, 2023 at its September 30, 2022 meeting; and

**WHEREAS**, 55 ILCS 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 55 ILCS 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 **#23-007 Opioid Settlement Distribution**.

Respectfully Submitted,  
**FINANCE COMMITTEE**

**(AGREE)**

**(DISAGREE)**

\_\_\_\_\_  
JOHN BUTITTA,  
FINANCE CHAIRMAN

\_\_\_\_\_  
JOHN BUTITTA,  
FINANCE CHAIRMAN

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

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KEITH McDONALD

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JOHN F. SWEENEY

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

\_\_\_\_\_  
MICHAEL THOMPSON

\_\_\_\_\_  
MICHAEL THOMPSON

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

ATTESTED BY:

\_\_\_\_\_  
JOSEPH V. CHIARELLI  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

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

2023  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED: <span style="color: red;">1/5/2023</span> AMENDMENT NO:								
DEPARTMENT: Coroner's Office / COCJI SUBMITTED BY: Jennifer Muraski								
FUND#: 0314 DEPT. BUDGET NO. 61400								
Department Org Number	Object (Account) Number	Project	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
61400	41110	02704	Community Care Coordinator Salary				\$50,000	
61400	41221	02704	Community Care Coordinator Life Ins				\$40	
61400	41231	02704	Community Care Coordinator IMRF				\$3,570	
61400	41241	02704	Community Care Coordinator FICA				\$3,825	
61400		02704	Community Care Coordinator WC				\$1,135	
61400	48211	02704	Community Care Coordinator Hlth Ins				\$22,022	
61400	43942	02704	Training				\$2,000	
61400	43310	02704	Mileage Reimbursement				\$3,048	
61400	42117	02704	Cell Phone and Laptop				\$2,600	
61400	43212	02704	Wireless Service				\$1,680	
61400	42110	02704	Supplies				\$442	
61400	42110	02704	Laptop Case				\$25	
61400	42110	02704	Wireless Mouse				\$20	
61400	42110	02704	Zoom License				\$150	
61400	42110	02704	Adobe and Microsoft				\$679	
61400	46440	02704	Case Mgmt System				\$72,933	
61400	46440	02704	Conversion				\$25,956	
61400	46440	02704	Data and Attachment Storage				\$9,783	
61400	42115	02704	85" Samsung TV's				\$4,921	
61400	42115	02704	Screen Wall Mounts				\$612	
61400	43246	02704	Misc Outreach/Event Costs				\$10,000	
<b>Revenue</b>								
61400	39990	02704	Opioid Settlement Fund	\$0	\$0	\$0	(\$215,442)	
TOTAL ADJUSTMENT:							\$0	
Reason budget amendment is required:								
This amendment establishes the budget for the distribution of funds received in the Opioid settlement litigation.								
Potential alternatives to budget amendment:								
None								
Impact to fiscal year 2023 budget:								
\$0								
Revenue Source: Opioid Settlement Fund								



## WINNEBAGO COUNTY OPIOID SETTLEMENT

### Budget Detail Worksheet and Narrative

**Personnel / Salary**— List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

Name/Position	Computation	Cost
TOTAL SALARY		

#### SALARY NARRATIVE:

--

**A. Fringe Benefits**—Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and for 100% time devoted to the project.

Name/Position	Computation	Cost
TOTAL FRINGE		

**FRINGE NARRATIVE:**

--

**B. Travel** -- Itemize travel expenses of project personnel by purpose (e.g., staff to training, field interviews, advisory group meeting, etc.). Indicate source of Travel Policies applied, Applicant or Federal Travel Regulations.

Purpose of Travel	Location	Item	Computation	Cost
TOTAL TRAVEL				

**TRAVEL NARRATIVE:**

--

**C. Supplies**

Supply Item	Computation	Cost
TOTAL SUPPLIES		

**SUPPLY NARRATIVE:**

**D. Other Costs**

Item	Computation	Cost
TOTAL OTHER		

**OTHER COSTS NARRATIVE:**

### BUDGET SUMMARY

Budget Category	Amount
A. Personnel	
B. Fringe Benefits	
C. Travel	
D. Supplies	
E. Other Costs	
<b>TOTAL PROJECT COSTS</b>	



## Ordinance Executive Summary

Prepared By: Dave Rickert and Finance Department

Committee: Finance Committee

Committee Date: January 5, 2023

Resolution Title: Budget Amendment for Year End Adjustments

County Code: Not Applicable

Board Meeting Date: January 12, 2023

### Budget Information:

Was item budgeted?	No	Appropriation Amount:	NA
If not, explain funding source: See attached details			
ORG/OBJ/Project Code: Various		Budget Impact: Varies by fund	

**Background Information:** The Winnebago County fiscal year ended as of September 30, 2022. Accounting entries are made through the end of December for revenues and expenses that relate to activity occurring in the prior fiscal year. Upon final review of all funds, certain revenues and expenditures have exceeded budgeted amounts. Details are included in the attached documentation and vary by fund.

**Recommendation:** Finance Department recommends approval.

**Contract/Agreement:** Not Applicable

**Legal Review:** Not Applicable

**Follow-Up:** Not Applicable

**2023 Fiscal Year**

Sponsored by:  
John Butitta, Finance Committee Chairman

Finance: January 5, 2023  
Lay Over: January 12, 2023  
**Final Vote: January 26, 2023**

**2023 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, 2023 and recommends its adoption.

**ORDINANCE**

**WHEREAS**, the Winnebago County State's Attorney's Office fiscal year ended September 30, 2022 and activity related to this time period is required to be recorded in that appropriate period generally accepted accounting principles (GAAP). Certain revenues and expenses have exceeded budgeted amounts. This amendment will update the budget to coincide with actual activity and,

**WHEREAS**, the Winnebago County Board adopted the "Annual Budget and Appropriation Ordinance" for the fiscal year ending September 30, 2022 at its September 30, 2021 meeting; and

**WHEREAS**, 55 ILCS 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 55 ILCS 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 **#22-025 Final Year End**.

Respectfully Submitted,  
**FINANCE COMMITTEE**

**(AGREE)**

**(DISAGREE)**

\_\_\_\_\_  
JOHN BUTITTA,  
FINANCE CHAIRMAN

\_\_\_\_\_  
JOHN BUTITTA,  
FINANCE CHAIRMAN

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

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

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JOE HOFFMAN

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KEITH McDONALD

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JOHN F. SWEENEY

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

\_\_\_\_\_  
MICHAEL THOMPSON

\_\_\_\_\_  
MICHAEL THOMPSON

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

ATTESTED BY:

\_\_\_\_\_  
JOSEPH V. CHIARELLI  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

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

2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		<b>1/5/2023</b>		AMENDMENT NO: 2022-025	
DEPARTMENT:		11500-City Elections		SUBMITTED BY: Finance	
FUND#:		0001		DEPT. BUDGET NO. 11500	

Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
11500	41110		Regular Salaries	\$139,038	\$0	\$139,038	\$345	\$139,383
11500	41120		Temporary Salaries	\$0	\$0	\$0	\$7,375	\$7,375
<b>Revenue</b>								
<b>TOTAL ADJUSTMENT:</b>							\$7,720	
<b>Reason budget amendment is required:</b>								
Increase personnel budget to actual								
<b>Potential alternatives to budget amendment:</b>								
None								
<b>Impact to fiscal year 2022 budget: \$7,720</b>								
<b>Revenue Source:</b> General Fund revenues								



2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED: <span style="color: red;">1/5/2023</span> AMENDMENT NO: 2022-025							
DEPARTMENT: 12000-Facilities				SUBMITTED BY: Dave Rickert			
FUND#: 0001				DEPT. BUDGET NO. 12000			
Department Org Number	Object (Account) Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>							
12000	41110	Regular Salaries	\$1,396,904	\$0	\$1,396,904	(\$226,444)	\$1,170,460
12000	41130	Overtime	\$98,000	\$0	\$98,000	(\$7,558)	\$90,442
12000	43190	Other Professional Services	\$10,000	\$0	\$10,000	\$104,841	\$114,841
12000	43620	Electricity	\$1,000,000	\$0	\$1,000,000	\$119,931	\$1,119,931
12000	43640	Waste Removal Services	\$141,997	\$0	\$141,997	\$106,401	\$248,398
12000	43730	Equipment Repairs & Maint	\$280,000	\$0	\$280,000	\$34,368	\$314,368
<b>Revenue</b>							
<b>TOTAL ADJUSTMENT:</b>						\$131,539	
<b>Reason budget amendment is required:</b>							
Reclass from personnel to supplies and services and increase various expense budgets for increased expenses.							
<b>Potential alternatives to budget amendment:</b>							
None							
<b>Impact to fiscal year 2022 budget: \$0</b>							
<b>Revenue Source:</b> General Fund revenues							

2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED: <span style="color: red;">1/5/2023</span>								AMENDMENT NO: 2022-025	
DEPARTMENT: 13500-County Administration								SUBMITTED BY: Dave Rickert	
FUND#: 0001 / 0101								DEPT. BUDGET NO. 13500 / 40100	
Department Org Number	Object (Account) Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment		
<b>Expenditures</b>									
13500	41211	Health Insurance - Employer	\$6,651,939	\$6,776	\$6,658,715	\$402,215	\$7,060,930		
40100	41211	Health Insurance - Employer	\$5,705,249	\$3,388	\$5,708,637	(\$402,215)	\$5,306,422		
13500	43140	Legal	\$10,000	\$0	\$10,000	\$57,511	\$67,511		
13500	43190	Other Professional Services	\$361,689	\$98,721	\$460,410	\$350,000	\$810,410		
13500	43350	Towing	\$79,000	\$0	\$79,000	\$54,805	\$133,805		
13500	43950	Tax & License Fees	\$800,000	\$0	\$800,000	\$719,675	\$1,519,675		
13500	43990	Other Unclassified Service	\$25,000	\$0	\$25,000	\$31,270	\$56,270		
<b>Revenue</b>									
13500	33280	Franchise Fee Revenue	(\$760,000)	\$0	(\$760,000)	(\$95,023)	(\$855,023)		
13500	34950	Impound Fees & Sales	(\$290,000)	\$0	(\$290,000)	(\$131,075)	(\$421,075)		
13500	39641	Video Gaming Tax	(\$300,000)	\$0	(\$300,000)	(\$278,354)	(\$578,354)		
15500	34990	Misc Charges (Rev Stamp Proceeds)	(\$1,555,983)	\$0	(\$1,555,983)	(\$708,809)	(\$2,264,792)		
TOTAL ADJUSTMENT:						\$0			
<b>Reason budget amendment is required:</b>									
Reclass from personnel to supplies and services and increase various revenue and expense budgets.									
<b>Potential alternatives to budget amendment:</b>									
None									
<b>Impact to fiscal year 2022 budget: \$0</b>									
<b>Revenue Source:</b> General Fund revenues									

2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		<b>1/5/2023</b>		AMENDMENT NO: 2022-025	
DEPARTMENT:		14500 - Purchasing		SUBMITTED BY: Finance	
FUND#:		0001		DEPT. BUDGET NO. 14500	

Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
14500	41110		Regular Salaries	\$194,466	\$17,000	\$211,466	\$8,985	\$220,451
14500	43190		Other Professional Services	\$95	\$10,000	\$10,095	(\$855)	\$9,240
14500	43942		Instruction & Schooling	\$2,000	\$0	\$2,000	(\$933)	\$1,067
<b>Revenue</b>								
TOTAL ADJUSTMENT:							\$7,197	
<b>Reason budget amendment is required:</b>								
Increase personnel budget to actual								
<b>Potential alternatives to budget amendment:</b>								
None								
<b>Impact to fiscal year 2022 budget: \$7,197</b>								
<b>Revenue Source:</b> General Fund revenues								

2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		<b>1/5/2023</b>		AMENDMENT NO: 2022-025				
DEPARTMENT:		27000 - PSB Costs		SUBMITTED BY: Finance				
FUND#:		0001		DEPT. BUDGET NO. 27000				
Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
27000	43730		Equipment Repairs & Maint	\$0	\$0	\$0	\$79,216	\$79,216
<b>Revenue</b>								
TOTAL ADJUSTMENT:							\$79,216	
<b>Reason budget amendment is required:</b>								
Increase supplies and services budget to actual								
<b>Potential alternatives to budget amendment:</b>								
None								
<b>Impact to fiscal year 2022 budget: \$79,216</b>								
<b>Revenue Source:</b> General Fund revenues								

2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		<b>1/5/2023</b>		AMENDMENT NO: 2022-025	
DEPARTMENT:		31500 - Circuit Clerk		SUBMITTED BY: Finance	
FUND#:		0001		DEPT. BUDGET NO. 31500	

Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
31500	41110		Regular Salaries	\$3,266,408	\$0	\$3,266,408	\$177,355	\$3,443,763
31500	41115		Vacation Payouts	\$0	\$0	\$0	\$1,071	\$1,071
31500	41120		Temporary Salaries	\$32,000	\$0	\$32,000	\$3,227	\$35,227
31500	41130		Overtime	\$108,000	\$0	\$108,000	\$41,007	\$149,007
<b>Revenue</b>								
<b>TOTAL ADJUSTMENT:</b>							\$222,660	
<b>Reason budget amendment is required:</b>								
Increase personnel budget to actual								
<b>Potential alternatives to budget amendment:</b>								
None								
<b>Impact to fiscal year 2022 budget: \$222,660</b>								
<b>Revenue Source:</b>		General Fund revenues						

2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		<b>1/5/2023</b>		AMENDMENT NO: 2022-025	
DEPARTMENT:		40800 - Court Security Fee		SUBMITTED BY: Finance	
FUND#:		0108		DEPT. BUDGET NO. 40800	

Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
40800	49110		Transfer to Other Funds	\$660,000	\$0	\$660,000	\$25,380	\$685,380
<b>Revenue</b>								
40800	34120		Document Filing Fee	(\$660,000)	\$0	(\$660,000)	(\$25,380)	(\$685,380)
TOTAL ADJUSTMENT:							\$0	
<b>Reason budget amendment is required:</b>								
Increase revenue and transfer to general fund to agree with actuals								
<b>Potential alternatives to budget amendment:</b>								
None								
<b>Impact to fiscal year 2022 budget: \$0</b>								
<b>Revenue Source:</b>								

## REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED: 1/5/2023 AMENDMENT NO: 2022-025								
DEPARTMENT: 41800 - Neutral Site Custody Exchange SUBMITTED BY: Finance								
FUND#: 0118 DEPT. BUDGET NO. 41800								
Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
Expenditures								
41800	43190		Other Professional Services	\$160,000	\$0	\$160,000	\$26,326	\$186,326
Revenue								
41800	34110		General County Services	(\$160,000)	\$0	(\$160,000)	(\$26,161)	(\$186,161)
41800	39210		Interest	\$0	\$0	\$0	(\$165)	(\$165)
TOTAL ADJUSTMENT:							\$0	
Reason budget amendment is required:								
Increase revenue and expense to agree with actual								
Potential alternatives to budget amendment:								
None								
Impact to fiscal year 2022 budget: \$0								
Revenue Source:								

2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED: <span style="color: red;">1/5/2023</span> AMENDMENT NO: 2022-025								
DEPARTMENT: 41900 - Coroner Fee Fund SUBMITTED BY: Finance								
FUND#: 0119 DEPT. BUDGET NO. 41900								
Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
41900	42265		Morgue Supplies	\$0	\$0	\$0	\$1,776	\$1,776
41900	43150		Medical & Dental Supplies	\$111,000	\$0	\$111,000	\$17,000	\$128,000
41900	43190		Other Professional Services	\$0	\$0	\$0	\$900	\$900
41900	43310		Travel	\$0	\$0	\$0	\$1,095	\$1,095
41900	46430		Machinery & Equipment	\$0	\$37,900	\$37,900	\$26,095	\$63,995
<b>Revenue</b>								
41900	32140		Local Payments	\$0	\$0	\$0	(\$29,430)	(\$29,430)
TOTAL ADJUSTMENT:							\$17,436	
<b>Reason budget amendment is required:</b>								
Increase revenue and expense to agree with actual								
<b>Potential alternatives to budget amendment:</b>								
None								
<b>Impact to fiscal year 2022 budget: \$0</b>								
<b>Revenue Source:</b>								



2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		<b>1/5/2023</b>		AMENDMENT NO: 2022-025	
DEPARTMENT:		42100 - Hotel/Motel Tax		SUBMITTED BY: Finance	
FUND#:		0121		DEPT. BUDGET NO. 42100	

Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
42100	43190		Other Professional Services	\$900,000	\$0	\$900,000	\$175,000	\$1,075,000
<b>Revenue</b>								
42100	39990		Other Unclassified Revenue	\$900,000	\$0	\$900,000	(\$175,000)	\$725,000
<b>TOTAL ADJUSTMENT:</b>							\$0	
<b>Reason budget amendment is required:</b>								
Increase revenue and expense to agree with actual								
<b>Potential alternatives to budget amendment:</b>								
None								
<b>Impact to fiscal year 2022 budget: \$0</b>								
<b>Revenue Source:</b>								

DATE SUBMITTED:		1/5/2023		AMENDMENT NO: 2022-025				
DEPARTMENT:		44900 - County Automation Fund		SUBMITTED BY: Finance				
FUND#:		0129		DEPT. BUDGET NO. 44900				
Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
Expenditures								
44900	43167		Software Subscription	\$46,000	\$0	\$46,000	\$8,535	\$54,535
Revenue								
44900	34125		Subscription Svc Fee	(\$319,000)	\$0	(\$319,000)	(\$8,472)	(\$327,472)
44900	39210		Interest	\$0	\$0	\$0	(\$63)	(\$63)
TOTAL ADJUSTMENT:							\$0	
Reason budget amendment is required:								
Increase revenue and expense to agree with actual								
Potential alternatives to budget amendment:								
None								
Impact to fiscal year 2022 budget: \$0								
Revenue Source:								

2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		<b>1/5/2023</b>		AMENDMENT NO: 2022-025	
DEPARTMENT:		45500 - Memorial Hall		SUBMITTED BY: Finance	
FUND#:		0155		DEPT. BUDGET NO. 45500	

Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
45500	43159		Guest, Event Expenses	\$0	\$0	\$0	\$27,860	\$27,860
45500	46320		Building Improvements	\$232,000	\$0	\$232,000	\$5,800	\$237,800
<b>Revenue</b>								
45500	39310		Rent	(\$8,000)	\$0	(\$8,000)	(\$4,284)	(\$12,284)
45500	39620		Donations	(\$5,000)	\$0	(\$5,000)	(\$23,508)	(\$28,508)
<b>TOTAL ADJUSTMENT:</b>							\$5,868	
<b>Reason budget amendment is required:</b>								
Increase revenue and expense to agree with actual								
<b>Potential alternatives to budget amendment:</b>								
None								
<b>Impact to fiscal year 2022 budget: \$5,868</b>								
<b>Revenue Source:</b> Memorial Hall Fund balance								

2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		<b>1/5/2023</b>		AMENDMENT NO: 2022-025	
DEPARTMENT:		48500 - Health Insurance Fund		SUBMITTED BY: Finance	
FUND#:		0185		DEPT. BUDGET NO. 48500	

Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
48500	43150		Medical & Dental	\$15,810,500	\$0	\$15,810,500	\$600,780	\$16,411,280
<b>Revenue</b>								
<b>TOTAL ADJUSTMENT:</b>							\$600,780	
<b>Reason budget amendment is required:</b>								
Health insurance claims exceeded budget								
<b>Potential alternatives to budget amendment:</b>								
None								
<b>Impact to fiscal year 2022 budget: \$600,780</b>								
<b>Revenue Source:</b> Health Insurance Fund balance								

2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		<b>1/5/2023</b>		AMENDMENT NO: 2022-025	
DEPARTMENT:		49400 - Tort Fund		SUBMITTED BY: Finance	
FUND#:		0194		DEPT. BUDGET NO. 49400	

Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
49400	43510		Liability Insurance	\$1,150,000	\$0	\$1,150,000	\$321,400	\$1,471,400
49400	43520		Liability Claims	\$600,000	\$0	\$600,000	\$785,000	\$1,385,000
<b>Revenue</b>								
<b>TOTAL ADJUSTMENT:</b>							\$1,106,400	
<b>Reason budget amendment is required:</b>								
Liability insurance premium increase and claims increase								
<b>Potential alternatives to budget amendment:</b>								
None								
<b>Impact to fiscal year 2022 budget: \$1,106,400</b>								
<b>Revenue Source:</b> FY23 transfer from general fund to support negative cash balance								

2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED: <span style="color: red;">1/5/2023</span> AMENDMENT NO: 2022-025								
DEPARTMENT: 60700 - Community Revolving Loan SUBMITTED BY: Finance								
FUND#: 0307 DEPT. BUDGET NO. 60700								
Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
60700	43190		Other Professional Service	\$20,000	\$0	\$20,000	\$8,343	\$28,343
<b>Revenue</b>								
TOTAL ADJUSTMENT:							\$8,343	
<b>Reason budget amendment is required:</b>								
Administrative fees for new loans exceeded budget								
<b>Potential alternatives to budget amendment:</b>								
None								
<b>Impact to fiscal year 2022 budget: \$8,343</b>								
<b>Revenue Source:</b> Community revolving loan available fund balance								

2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		<b>1/5/2023</b>		AMENDMENT NO: 2022-025	
DEPARTMENT:		61000 - City Election Fund		SUBMITTED BY: Finance	
FUND#:		0310		DEPT. BUDGET NO. 61000	

Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
61000	43932		Other Programs	\$907,000	\$0	\$907,000	\$6,560	\$913,560
<b>Revenue</b>								
61000	31110		Real Estate Taxes	(\$907,000)	\$0	(\$907,000)	(\$6,560)	(\$913,560)
TOTAL ADJUSTMENT:							\$0	
<b>Reason budget amendment is required:</b>								
Actual general fund tax allocation to city election fund exceeded budgeted amount								
<b>Potential alternatives to budget amendment:</b>								
None								
<b>Impact to fiscal year 2022 budget: \$0</b>								
<b>Revenue Source:</b>								

2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		<b>1/5/2023</b>		AMENDMENT NO: 2022-025				
DEPARTMENT:		61100 - ERAP 1		SUBMITTED BY: Finance				
FUND#:		0311		DEPT. BUDGET NO. 61100				
Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
61100	43192		Rent Assistance	\$2,561,674	\$0	\$2,561,674	\$53,964	\$2,615,638
61100	48211		Health Insurance - Employer	\$0	\$0	\$0	\$20,930	\$20,930
<b>Revenue</b>								
TOTAL ADJUSTMENT:							\$74,894	
<b>Reason budget amendment is required:</b>								
Adjust budget to actual								
<b>Potential alternatives to budget amendment:</b>								
None								
<b>Impact to fiscal year 2022 budget: \$74,894</b>								
<b>Revenue Source:</b> ERAP 1 available fund balance.								



2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		<b>1/5/2023</b>		AMENDMENT NO: 2022-025	
DEPARTMENT:		61200 - ERAP 2		SUBMITTED BY: Finance	
FUND#:		0312		DEPT. BUDGET NO. 61200	

Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
61200	48211		Health Insurance - Employer	\$0	\$0	\$0	\$40,807	\$40,807
<b>Revenue</b>								
TOTAL ADJUSTMENT:							\$40,807	
<b>Reason budget amendment is required:</b>								
Adjust budget to actual								
<b>Potential alternatives to budget amendment:</b>								
None								
<b>Impact to fiscal year 2022 budget: \$40,807</b>								
<b>Revenue Source:</b> ERAP 2 available fund balance.								

2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		<b>1/5/2023</b>		AMENDMENT NO: 2022-025	
DEPARTMENT:		82200 - Capital Projects Fund		SUBMITTED BY: Finance	
FUND#:		0743 / 0401		DEPT. BUDGET NO. 82200 / 70500	

Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
82200	49110		Transfer to Other Funds	\$340,000	\$0	\$340,000	\$40,280	\$380,280
<b>Revenue</b>								
74500	39110		Transfer from Other Funds	(\$2,840,000)	(\$1,636,496)	(\$4,476,496)	(\$40,280)	(\$4,516,776)
<b>TOTAL ADJUSTMENT:</b>							\$0	
<b>Reason budget amendment is required:</b>								
Adjust transfer from Capital Projects Fund to RBNH to cover increased expenses for the sidewalk project/patio reconstruction project.								
<b>Potential alternatives to budget amendment:</b>								
None								
<b>Impact to fiscal year 2022 budget: \$0</b>								
<b>Revenue Source:</b> Capital project fund available fund balance								

2022  
WINNEBAGO COUNTY  
FINANCE COMMITTEE  
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED:		<b>1/5/2023</b>		AMENDMENT NO: 2022-025	
DEPARTMENT:		River Bluff Nursing Home		SUBMITTED BY: Finance	
FUND#:		0401		DEPT. BUDGET NO. various	

Department Org Number	Object (Account) Number	Project Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
<b>Expenditures</b>								
70500	43953		Occupied Bed Assessment	\$420,000	\$0	\$420,000	\$150,000	\$570,000
72500	41110		Regular Salaries	\$2,502,331	\$0	\$2,502,331	(\$335,447)	\$2,166,884
72500	41120		Temporary Salaries	\$150,000	\$0	\$150,000	(\$24,405)	\$125,595
72500	41130		Overtime	\$900,000	\$0	\$900,000	(\$59,462)	\$840,538
72500	43190		Other Professional Services	\$2,329,370	\$0	\$2,329,370	\$943,288	\$3,272,658
<b>Revenue</b>								
70500	34556		RBNH-Insurance/Priv Pay	(\$3,081,205)	\$0	(\$3,081,205)	(\$673,974)	(\$3,755,179)
<b>TOTAL ADJUSTMENT:</b>								
							\$0	
<b>Reason budget amendment is required:</b>								
Adjust budget to actual								
<b>Potential alternatives to budget amendment:</b>								
None								
<b>Impact to fiscal year 2022 budget: \$0</b>								
<b>Revenue Source:</b>								



# Resolution Executive Summary

**Prepared By:** Tanya Harris

**Committee:** Finance Committee

**Committee Date:** January 5, 2023

**Resolution Title:** Resolution authorizing settlement of a claim against the County of Winnebago entitled Shelly Turner versus Winnebago County

**Board Meeting Date:** January 12, 2023

## Budget Information:

<b>Was item budgeted?</b> Yes	<b>Appropriation Amount:</b>
<b>If not, explain funding source:</b>	
<b>ORG/OBJ/Project Code:</b> 49400-43535	<b>Budget Impact:</b>

**Background Information:** Settlement for Shelly Turner in the amount of \$40,295.73.

**Recommendation:** The Finance Committee, chaired by John Butitta, has reviewed the settlements presented to the Board. The Board is asked to approve this settlement in favor of the Committee's recommendations at its January 12, 2023 meeting.

## Contract/Agreement:

**Legal Review:** Carol Hartline with Williams McCarthy LLP negotiated these settlements on behalf of Winnebago County.

**Follow-Up:** N/A

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

Sponsored by: John Butitta  
Submitted by: Finance Committee

2023 CR

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**RESOLUTION AUTHORIZING SETTLEMENT OF A CLAIM  
AGAINST THE COUNTY OF WINNEBAGO ENTITLED  
SHELLY TURNER VERSUS WINNEBAGO COUNTY**

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**WHEREAS**, the County of Winnebago, Illinois, is involved in having claims asserted against it by Shelly Turner for injuries allegedly sustained while in the employment of the Sheriff's Department, and,

**WHEREAS**, the Plaintiff has offered to settle the above claims against the County of Winnebago for consideration payable in the amount of \$40,295.73 for the settlement funding for his Workers Compensation case; and,

**WHEREAS**, counsel for the County of Winnebago recommends that it is in the best interest of the County of Winnebago to settle the above referenced claims upon the terms of the proposed settlement.

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois that it does hereby authorize settlement of the claim entitled Shelly Turner versus County of Winnebago for injuries allegedly sustained by Shelly Turner while in the employment of the Sheriff's Department by payment of the amount of \$40,295.73 for the settlement for permanent disability for a Workers Compensation case.

**BE IT FURTHER RESOLVED**, that this Resolution for Shelly Turner in the amount of \$40,295.73 shall be in full force and effect immediately upon its adoption.

**BE IT FURTHER RESOLVED**, that the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the County Auditor, Director of Purchasing, Human Resources Director, and Williams & McCarthy.

Respectfully Submitted,  
**FINANCE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
JOHN BUTITTA, CHAIRMAN

\_\_\_\_\_  
JOHN BUTITTA, CHAIRMAN

\_\_\_\_\_  
JAIME SALGADO

\_\_\_\_\_  
JAIME SALGADO

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

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

\_\_\_\_\_  
MICHAEL THOMPSON

\_\_\_\_\_  
MICHAEL THOMPSON

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

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

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

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

\_\_\_\_\_  
KEITH McDONALD

\_\_\_\_\_  
KEITH MC DONALD

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

ATTESTED BY:

\_\_\_\_\_  
**JOSEPH CHIARELLI**  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

\_\_\_\_\_  
**LORI GUMMOW**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

# **ECONOMIC DEVELOPMENT COMMITTEE**



# Resolution Executive Summary

**Committee Date:** Tuesday, January 3, 2023

**Committee:** Economic Development

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

**Document Title:** Resolution Granting Authority To The Winnebago County Board Chairman To Execute The Documents Necessary To Complete A Loan For \$100,000 From The Revolving Loan Fund To Rockford Rides, LLC

**County Code:** NA

**Board Meeting Date:** Thursday, January 12, 2023

**Budget Information:**

<b>Was item budgeted?</b> Yes	<b>Appropriation Amount:</b> \$100,000
<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:**

Rockford Rides, LLC has been in business since 2018, currently located in the Village of Machesney Park, and is owned by Joshua Beitel, a veteran. They offer local and long-distance services, particularly shuttle rides to O'Hare and other regional airports, limo service for weddings, and other group events. COVID has greatly impacted this industry, however, afterwards business has picked up and revenues leveled out. Rockford Rides is requesting \$100,000 for 5 years at 7% interest rate from Winnebago County for the reconditioning of 6 vehicles as well as some operating capital. Rockford Rides has had 2 previous loans through RLDC, which has paid them back in full. The loan will create 2 additional FTE (full time equivalent) employees within 2 years.

**Recommendation:**

Administration supports the recommendation as proposed with the terms stated by RLDC for the loan regarding Rockford Rides, LLC.

**Contract/Agreement:**

NA

**Legal Review:**

Yes

**Follow-Up:**

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



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

**SUBMITTED BY: ECONOMIC DEVELOPMENT COMMITTEE**

**2023 CR \_\_\_\_\_**

---

**RESOLUTION GRANTING AUTHORITY TO THE WINNEBAGO COUNTY  
BOARD CHAIRMAN TO EXECUTE THE DOCUMENTS NECESSARY TO  
COMPLETE A LOAN FOR \$100,000 FROM THE REVOLVING LOAN FUND  
TO ROCKFORD RIDES, LLC**

---

**WHEREAS**, Rockford Rides, LLC is a limousine service owned by a veteran, Joshua Beitel. Rockford Rides, LLC was started in 2018 and offers local and long-distance service for weddings and group events, and particularly shuttle rides to O'Hare and other regional airports; and

**WHEREAS**, Rockford Rides LLC is located at 10012 Forest Hills Road, Machesney Park, Illinois and is requesting funds for reconditioning of their six (6) vehicle fleet and for operating capital; and

**WHEREAS**, Rockford Rides, LLC has paid in full two (2) previous loans with Rockford Local Development Corporation (RLDC) and Northern Illinois Community Development Corporation (NICDC), and plan on growing the company in the next year; and

**WHEREAS**, it is estimated that this loan will assist in the creation of two (2) new full-time equivalent driving employees over the next two (2) years and is anticipated to generate approximately \$80,000 more in revenues each year, within the next two (2) years, which are currently stabilized around \$800,000 annually; and

**WHEREAS**, Rockford Rides LLC, has had great repayment history and business success with two (2) previous Rockford Local Development Corporation (RLDC) loans, they are seeking a loan to assist with its reconditioning of six (6) vehicles and operating capital as recommended by the staff of RLDC one hundred thousand dollars (\$100,000.00) amortized at seven percent (7%) for five (5) years from the County of Winnebago's Revolving Loan Fund to Rockford Rides, LLC, secured by subordinated mortgage on 1719 Post Avenue, Rockford, Illinois and lien on all business assets as well as personal guarantees by Joshua Beitel.

**NOW THEREFORE, BE IT RESOLVED**, that the Chairman of the County Board of the County of Winnebago, Illinois is hereby authorized to execute the loan documents prepared by Rockford Local Development Corporation (RLDC) and approved by the Winnebago County State's Attorney's Office for the loan of one hundred thousand dollars (\$100,000.00) at seven percent (7%) fully amortized over five (5) years to Rockford Rides, LLC secured by personal guarantees from Joshua Beitel.

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

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

Respectfully submitted,  
**Economic Development Committee**

**AGREE**

**DISAGREE**

---

JOHN SWEENEY, CHAIRMAN

---

JOHN SWEENEY, CHAIRMAN

---

JEAN CROSBY

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JEAN CROSBY

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ANGELA FELLARS

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ANGELA FELLARS

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VALERIE HANSERD

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VALERIE HANSERD

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BRAD LINDMARK

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BRAD LINDMARK

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TIM NABORS

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TIM NABORS

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JOHN PENNEY

---

JOHN PENNEY

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

ATTESTED BY:

---

JOSEPH 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:**

Rockford Rides, LLC

**Applicant:**

Rockford Rides, LLC

**PIN:** 08-16-301-018 (4.78 Acres)  
20,8337 Square Feet**Principal / Officer (%):** Joshua Beitel (100%)**Location Address:**10012 Forest Hills Rd.  
Machesney Park, IL 61115**Website:** <https://www.rkfdrides.com/>**County Board District #:** 6**County Board Member:** Keith McDonald**Jurisdiction:** Village of Machesney Park**Type of Business:** ☐ New (Start-up)☒ Expansion (Existing)**Industry:** Transportation Service

<u>Requested County Revolving Loan Fund:</u>					<u>Employees:</u>	Current	Projected
Investment(s)			Percentage		Full-Time Equivalent (FTE):	4	6
County:	\$ 100,000.00	7.00%	interest	76.92%			
		5	years				
Owner's:				0.00%			
				0.00%	Part Time:	0	
EDA Recovery Act	\$ 30,000.00			23.08%			
				0.00%	Within the first 2 years of business operating, from the opening.		
Total Financing of Project:	\$ 130,000.00			100.00%	Total:	2	
***Cost of County funds per projected job created: \$50,000							

**Uses of Loan Proceeds:**

- For the reconditioning of 6 (six) vehicles (~\$40,000)
- Operational funds (~\$60,000)

**Revolving Loan Fund**  
**Loan Summary for:**  
**Rockford Rides, LLC**

**Description of Business & Project:**

Rockford Rides, LLC (Rides) is a limousine service owned by Joshua Beitel. He started the business in 2018. Rides offers local and long-distance service particularly shuttle rides to O'Hare and other regional airports and for weddings and other group events. Mr. Beitel is a veteran who was granted an honorable medical discharge. RLDC has previously lent Rides two loans during COVID and a housing rehabilitation loan through NICDC all of which have been paid in full. During COVID, Rides was initially impacted adversely as people stayed at home and air travel dropped precipitously. RLDC had worked previously with Mr. Beitel with a loan through its housing rehabilitation program and found him to be conscientious and hard-working, so it made one loan through the Economic Injury Disaster Loan (EIDL) Relief Program RLDC initiated and another through its EDA CARES Act Loan Program. All three loans have been paid in full. During COVID, Rides developed a shuttle service for Amazon shuttling pilots and other staff from area hotels to Greater Rockford Airport that sustained the business until normal travel resumed. With people more comfortable traveling and strong demand, Rides is experiencing rapid growth, but is having difficulty meeting demand and needs to hire new drivers. There are a few local limo operators listed on Google, but none appear to approach Rides for either number or quality of customer reviews. Rides stands out for the cleanliness of its cars, friendliness of its drivers, prompt and efficient service and other favorable ratings. The others appear to be very small with few ratings to compare. Proposed financing will help Mr. Beitel recondition six vehicles and provide operating capital so he can hire two drivers and sustain them through what has historically been a slow season, the post-Christmas winter months. That loan will be supplemented by a \$30,000 EDA Recovery Act loan that will be subordinate to the County loan. While 2022 revenues appear to have stabilized around \$800,000 annually, Mr. Beitel states that bookings for the fall are strong as airline travel remains strong and the holidays bring additional travel and holiday parties. Strong demand for weddings is also contributing to its growth. This appears to be a profitable season in comparison to past years. Mr. Beitel projects that he can increase revenues about 15% in 2023 and an additional 7% in 2024 both by increasing prices and modest growth in passenger traffic as he adds additional drivers. This revenue growth is expected to help net income stabilize in the \$80,000 range each year. The proposed loans will be secured by a subordinated lien/mortgage on all business assets which are primarily the vehicle fleet owned by Rides and Mr. Beitel's personal residence which was recently appraised for \$230,000. An additional repayment source is Mr. Beitel's personal obligation to repay the loans as a co-signatory of the Notes. He reports a net worth of approximately \$85,000 comprised primarily of equity in his personal residence (\$50,000) and cash of \$33,000.

**Revolving Loan Fund****Loan Summary for:**

Rockford Rides, LLC

**RLDC Recommendation:**

Staff recommends a \$100,000, term loan to be fully amortized over five (5) years at 7.0% for the following reasons:

- 1) Participation in this project is projected to contribute to the creation of two Full Time Equivalent's (FTE).
- 2) Rides has demonstrated historic cash flow more than adequate to service total debt.
- 3) Mr. Beitel has been a three-time borrower through RLDC and has paid all loans timely and in full.
- 4) Participation in this project benefits a veteran-owned business.

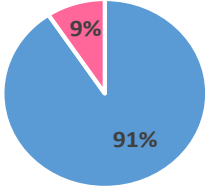
**Other Conditions:**

Joshua Beitel will personally guarantee the loan.

**Site Property Tax Information:**

2021	Tax Year Information		Fair Market Value:	Tax Bill	Winnebago County Portion	
	PIN(s):	Acres			Tax	Pension
	08-16-301-018	4.78	\$ 695,580.00	\$ 22,543.96	\$ 1,635.37	\$ 458.57
			\$ -	\$ -	\$ -	\$ -
		4.78	\$ 695,580.00	\$ 22,543.96	\$ 1,635.37	\$ 458.57
					\$ 2,093.94	
					Other Entities	\$ 20,450.02
					Winnebago County	\$ 2,093.94
					<b>TOTAL TAX BILL</b>	<b>\$ 22,543.96</b>

**Tax Bill**



■ Other Entities  
■ Winnebago County

91%  
9%

**Revolving Loan Fund**

**Loan Summary for:**

Rockford Rides, LLC

**Strengths & Weaknesses**

**Strengths**

- 1) Participation in this project is projected to contribute to the creation of two Full Time Equivalent's (FTE).
- 2) Rides has demonstrated historic cash flow more than adequate to service total debt.
- 3) Mr. Beitel has been a three-time borrower through RLDC and has paid all loans timely and in full.
- 4) Participation in this project benefits a veteran-owned business.

**Weaknesses**

- 1) The proposed loans are not sufficiently protected by business assets.
- 2) The limo ride sharing business is heavily tied to the travel and leisure business which is both cyclical and sensitive to the public health environment. Mr. Beitel has demonstrated creativity and resiliency in surviving the COVID impact by soliciting a shuttle service for Amazon and by controlling costs when the pandemic shut down the Illinois economy. To mitigate future risks to the business, Mr. Beitel needs to find ways to reduce financial leverage while continuing to grow the business.

**Attachments:**

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

cyberdriveillinois.com is now ilsos.gov



Office of the Secretary of State Jesse White  
**ilsos.gov**

## Corporation/LLC Search/Certificate of Good Standing

### LLC File Detail Report

File Number	07802269
Entity Name	ROCKFORD RIDES, LLC
Status	ACTIVE

#### Entity Information

Principal Office  
7657 KISSANE RD  
LOVES PARK, IL 611110000

Entity Type  
LLC

Type of LLC  
Domestic

Organization/Admission Date  
Thursday, 9 May 2019

Jurisdiction  
IL

Duration  
PERPETUAL

**Agent Information**

Name

JOSH BEITEL

Address

6874 TUPELO ROAD  
LOVES PARK , IL 61111

Change Date

Wednesday, 17 June 2020

**Annual Report**

For Year

2022

Filing Date

Tuesday, 5 April 2022

**Managers**

Name

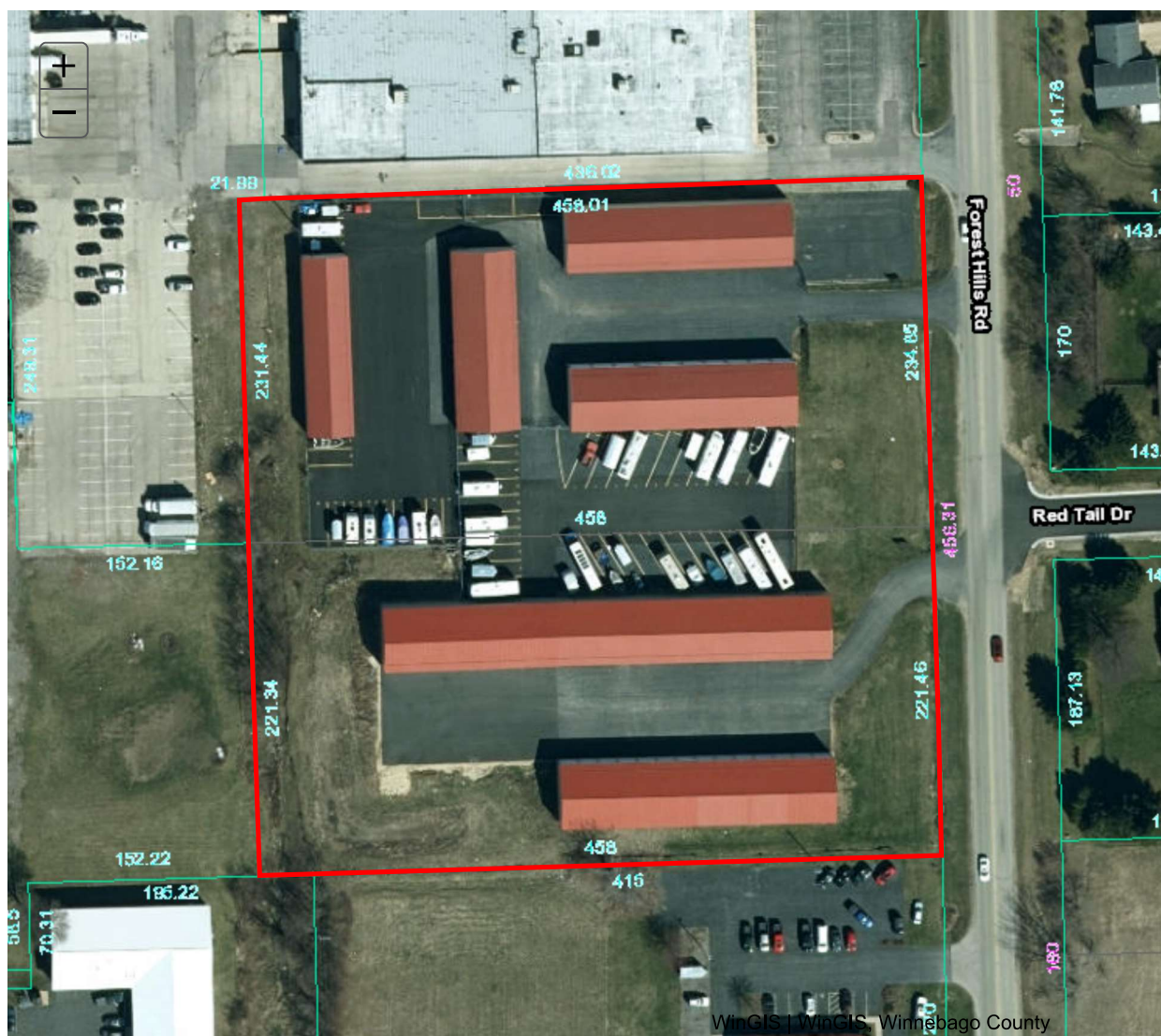
Address

BEITEL, JOSH  
7657 KISSANE DR.  
LOVES PARK, IL 611110000**Series Name**

NOT AUTHORIZED TO ESTABLISH SERIES

[Return to Search](#)[File Annual Report](#)[Adopting Assumed Name](#)[Articles of Amendment Effecting A Name Change](#)[Change of Registered Agent and/or Registered Office](#)





10012 FOREST HILLS RD

## Parcel Number

08-16-301-018

**Alternate Parcel Number**

### Owner Name and Address

JSLMB PROPERTIES LLC-DLX LLC,  
632 GRABLE STREET  
ROCKFORD, IL 61109

### Property Size

Sq. Feet: 208337 - Acres: 4.78

### Property Use

Ind Land + Improve (0081)

## Legal Description

**Zoning Code:** IG  
**Zoning Class:** undefined

Tax Information

DLX STORAGE LLC,  
632 GRABLE STREET  
ROCKFORD, IL 61109

**Trust Number:**

Year	Fair Market Value	Total Tax Bill	Total Code
2021	\$695,580.00	\$22,543.96	133

There are currently no exemptions to display for this PIN

School District

Assessor Information

**Township:**  
HARLEM  
Jon Vaiden  
819 Melbourne Ave  
Machesney Park, IL 61115  
8156339380

Sales History

There is currently no Sales History information available for this PIN

Flood Zone

In/Out	Flood Zone Type
OUT	X
OUT	0.2 PCT ANNUAL CHANCE FLOOD HAZARD
IN	AE



76193

Change of Address Form

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

08-16-301-018

New Name / Address

DLX STORAGE LLC  
632 GRABLE STREET  
ROCKFORD IL 61109-

Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_

Reason for Change

Signature

WINNEBAGO COUNTY TREASURER AND COLLECTOR Ph. No. (815) 319-4400 2021

ABBREVIATED LEGAL DESCRIPTION
REPLAT LTS 25, 26, 27 & 28 PLAT NO 2 FOREST HILLS INDUS



Property Code Parcel ID  
08-16-301-018

DLX STORAGE LLC  
632 GRABLE STREET  
ROCKFORD IL 61109-

Paid on  
05/26/2022

Formula for Tax Calculation - 2021		Parcel ID: 08-16-301-018
Board of Review Assessed Value		231,836
Township Equalization factor	X	1.0000
Board of Review Equalized Value	=	231,836
Home Improvement Exemption	-	0
Disabled Vet Adapted Housing Exemption	-	0
Department of Revenue Assessed Value	=	231,836
State Multiplier for Winn Cnty	X	1.0000
Revised Equalized Value	=	231,836
Senior Freeze Exemption	-	0
FAF/VAF Exemption	-	0
General Homestead Exemption	-	0
Senior Citizen (over 65) Exemption	-	0
Disabled Person / Disabled Vet Exemption	-	0
Returning Veteran Exemption	-	0
Taxable Value	=	231,836
Tax Rate for Tax Code 133	X	9.7241
Calculated Tax	=	\$22,543.96
Abatements	-	0
Non AD Valorem Tax	+	0.00

Township Assessor Phone Number: 815-633-9380	TOTAL TAX DUE: \$22,543.96
--	-------------------------------

Location of Property: 10012 FOREST HILLS RD	Fair Market Value: 695,580
--	-------------------------------

Taxing Body	Prior Rate	Prior Tax	Current Rate	Current Tax
WINNEBAGO COUNTY	0.7259	1,211.47	0.7054	1,635.37
- PENSION	0.2177	363.32	0.1978	458.57
FOREST PRESERVE	0.1019	170.07	0.0993	230.21
- PENSION	0.0054	9.01	0.0048	11.13
HARLEM TOWNSHIP	0.1055	176.07	0.1025	237.63
MACHESNEY PARK VILLAGE	0.0000	0.00	0.0000	0.00
HARLEM-ROSCOE FIRE	0.7241	1,208.46	0.7087	1,643.02
FOUR RIVERS SANITATION AUTH	0.1795	299.57	0.1731	401.31
NORTH SUBURBAN LIBRARY	0.2673	446.10	0.2609	604.86
- PENSION	0.0171	28.54	0.0168	38.95
GREATER RKFD AIRPORT	0.0830	138.52	0.0811	188.02
- PENSION	0.0157	26.20	0.0144	33.38
HARLEM SCHOOL DIST 122	6.1026	10,184.75	6.4765	15,014.86
- PENSION	0.3820	637.53	0.3824	886.54
COMMUNITY COLLEGE 511	0.4615	770.21	0.4564	1,058.10
- PENSION	0.0000	0.00	0.0000	0.00
HARLEM TWSP ROAD	0.0452	75.44	0.0440	102.01
Totals:	9.4344	15,745.26	9.7241	22,543.96

Property Code Parcel ID  
08-16-301-018

DLX STORAGE LLC  
632 GRABLE STREET  
ROCKFORD IL 61109-

Paid on  
05/26/2022

09/09/2022	\$0.00
------------	--------

2

4.8 ★★★★★  
(879 Ratings & Reviews)



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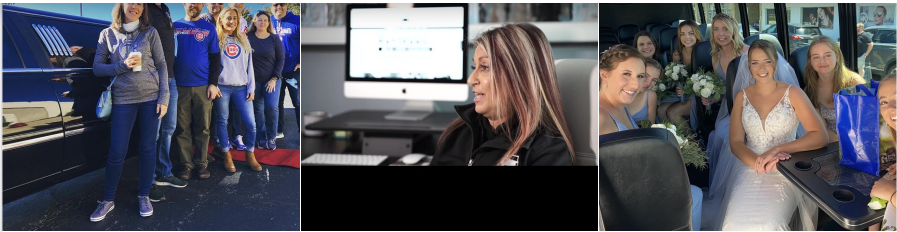
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About Us

Rockford Rides is a limousine company based in Rockford, Illinois. We offer airport transportation from Rockford to Chicago O'Hare Airport. Our Black Car Service will impress you with clean, new and reliable vehicles that get you anywhere you need to go. Call today (630) 440-6691 or schedule online, please see our website for details.

Business Hours

Monday	12:00 am - 11:59 pm
Tuesday	12:00 am - 11:59 pm
Wednesday	12:00 am - 11:59 pm
Thursday	12:00 am - 11:59 pm
Friday	12:00 am - 11:59 pm
Saturday	12:00 am - 11:59 pm
Sunday	12:00 am - 11:59 pm

Year Established

2018

Products

- Transportation

Payment Types

- American Express
- Apple Pay
- Cash
- Discover

**4.8** ★★★★★  
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## Clean New Vehicles

Sanitized Each Ride  
Luxury Comfort Style  
Comfortable Capacity

## Professional Drivers

Background Checked  
Drug & Alcohol Tested  
Safe and Reliable

## Always On Time

Easy Scheduling  
Modern Technology  
Always On Time

## 24/7 Live Support

Live Customer Service  
Great Communication  
Fast Friendly People

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**Luxury SUV**  
3-5 Passengers

**Economy  
Shuttle**  
5-10 Passengers

**Stretch  
Limousine**  
5-8 Passengers

**Luxury  
Shuttle**  
13-27 Passengers

**Click to Call Us!**

**Rockford Rides**  
[info@rkfdrides.com](mailto:info@rkfdrides.com)  
[630-440-6691](tel:630-440-6691)  
**Contact: Joshua Beitel**

## Hours Of Operation

**Mon - Sun**      **Open 24 Hours**



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(879 Ratings & Reviews)



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**\*financing provided by**

**afterpay** ↻

## About Us

Rockford Rides is a luxury transportation service. Let us help convenience your day while providing a prompt and professional traveling experience.

No matter if your need is personal or professional, you can always count on our team to transport you safely and professionally!



- Brand New Vehicles
- Commercially Insured
- Non-Smoking
- Clean & Safe
- Wifi Availability
- Your Choice of Music

### **\*\* CANCELLATION POLICY**

Rockford Rides schedules transportation on an "appointment only," basis. Our schedule fills up very quickly everyday.

Please only schedule an appointment if you are

**4.8** ★★★★★  
**(879 Ratings & Reviews)**



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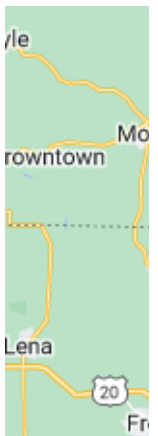
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[630-440-6691](tel:630-440-6691)

[rockfordrides@gmail.com](mailto:rockfordrides@gmail.com)

## Our Service Area



4.8 ★★★★★  
(879 Ratings & Reviews)



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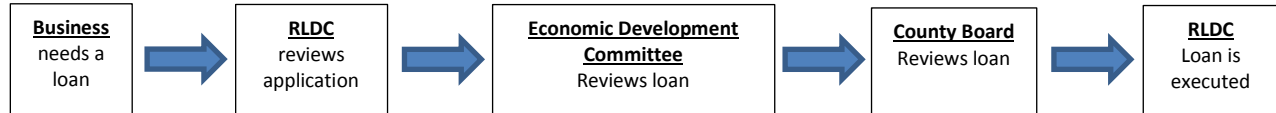
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## Winnebago County Revolving Loan Fund (RLF) Program Overview

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

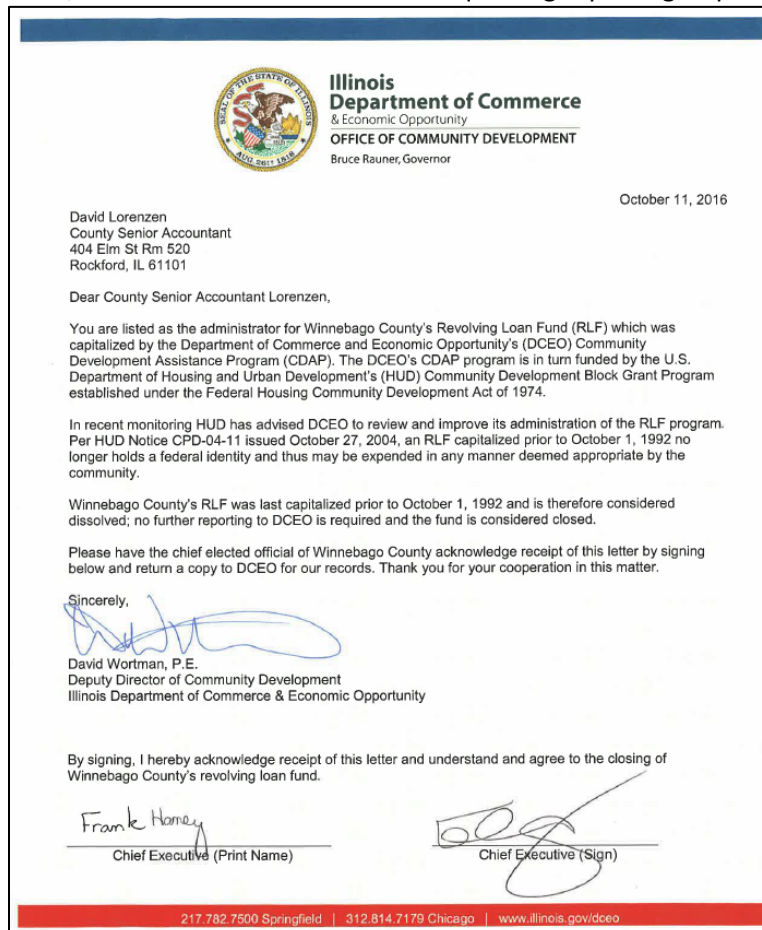
### **REVOLVING LOAN FUND PROCESS IN A NUTSHELL**

*(Assuming approval at each step)*



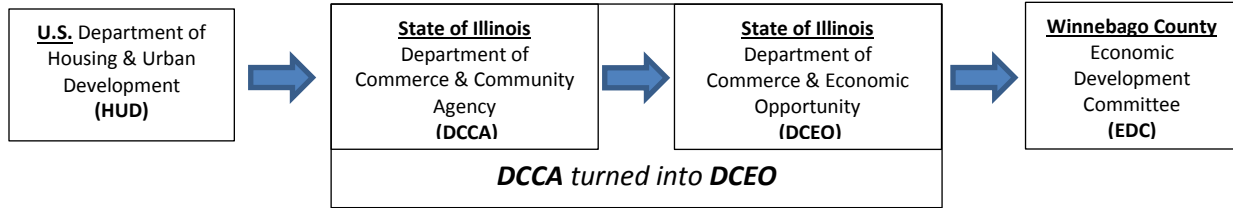
- Program is used for Gap Financing, examples of use...
  - Land & Building
  - Equipment & Machinery
  - Working Capital

**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
  - Balance grows account

### Activity Summary

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

# **UNFINISHED BUSINESS**

**NEW BUSINESS**

# **ANNOUNCEMENTS & COMMUNICATIONS**





# WINNEBAGO COUNTY

— ILLINOIS —

## Announcements & Communications

Date: January 12, 2023

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. Federal Register/Vol. 87, No. 247/Tuesday, December 27, 2022/Notices
  - b. Byron Station-Cyber Security Inspection Report 05000454/2022403 and 05000455/2022403
2. County Clerk Gummow received from Theresa Grennan, Chief Deputy Winnebago County Treasurer the following:
  - a. Winnebago County Treasurer Bank Balances – November, 2022
  - b. Collateralization Report – as of November, 2022
  - c. Investment Report - as of December, 2022
3. County Clerk Gummow received from Charter Communication the Quarterly Franchise Fee Payment.
4. County Clerk Gummow received from the Illinois Environmental Protection Agency a Public Notice regarding Proposed Issuance of a Federally Enforceable State Operating Permit Javon Bea Hospital-Riverside in Rockford.

# Adjournment