



WINNEBAGO COUNTY

— ILLINOIS —

AGENDA

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

Thursday, May 22, 2025
6:00 p.m.

- 1. Call to Order Chairman Joseph Chiarelli**
- 2. Invocation and Pledge of Allegiance.....Board Member John Butitta**
- 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 – Winnebago County Revolving Loan Fund Program Overview – Presented by John Phelps and Chris Dornbush
 - C. Public Hearings – None
 - D. Public Participation – None
- 6. Approval of Minutes Chairman Joseph Chiarelli**
 - A. Approval of April 24, 2025 minutes
 - B. Layover of May 8, 2025 minutes
- 7. Consent Agenda..... Chairman Joseph Chiarelli**
 - A. Raffle Report
 - B. Auditor’s Report
- 8. Appointments (Per County Board rules, Board Chairman appointments shall lay over until the second board meeting after they are first introduced)**
- 9. Reports of Standing Committees.....Chairman Joseph Chiarelli**
 - A. Finance Committee.....John Butitta, Committee Chairman
 1. Committee Report
 - B. Zoning Committee Jim Webster, Committee Chairman

Planning and/or Zoning Requests:

1. SU-01-25 A Special Use Permit for Outdoor Entertainment to allow Musical Events and Accessory Uses such as a Snack Bar / Refreshment Stand in the AG, Agricultural Priority District for the property that is commonly known as 10831 Telegraph Road, Winnebago, IL 61088 in Burritt Township, District 1 to be laid over.
 2. Z-04-25 A Map Amendment to rezone 5 +- Acres from the AG, Agricultural Priority District to the RA, Rural Agricultural Residential District (a sub-district of the RA District) for the property that is commonly known as 9901 N. Campbell Road, Durand, IL 61024 in Harrison Township, District 1 to be laid over.
 3. SU-03-25 A Special Use Permit for Mining to allow a Gravel Extraction Operation (renewal) in the AG, Agricultural Priority District for the property that is commonly known as 11150 and 11184 N. Main Street, Rockton, IL 61072 in Rockton Township, District 2 to be laid over.
 4. Committee Report
- C. Economic Development Committee **John Sweeney, Committee Chairman**
1. Committee Report
 2. Ordinance Amending Chapter 2 ("Administration") of the Winnebago County Code to Restore Administrative Authority to the County Board Chairman to be Laid Over
- D. Operations and Administrative Committee **Keith McDonald, Committee Chairman**
1. Committee Report
 2. Resolution Authorizing Application for a Capital Assistance Grant for Paratransit Vehicle(s) Under the Illinois Department of Transportation's General Authority to Make Such Grants
 3. Resolution Authorizing Execution and Amendment of Section 5311 Grant Agreement
 4. Ordinance to Provide Public Transportation in the Rural Areas of Winnebago County, Illinois to be Laid Over
 5. Resolution Authorizing Execution of the Acceptance of the Special Warranty (Grant for Rural Transportation)
 6. Resolution to Approve the Intergovernmental Agreement for the Public Safety Building by and Between the County of Winnebago and the City of Rockford
 7. Resolution Declaring Vacancy in Winnebago County Board District 12
 8. Resolution Awarding Purchase of Transit Van for Coroner's Office using Fee Funds
Cost: \$67,807
 9. Resolution Awarding Replacement of 1st Floor Air Handler at Adult Probation and Wellness Center using CIP 2025 Funds
Cost: \$97,720
 10. Resolution Awarding Parking Lot Repaving for the Juvenile Justice Center using CIP 2023 Funds
Cost: \$170,458
 11. Resolution Awarding Purchase of Replacement Truck for Winnebago County Sheriff's Office using CIP PSST 2025 Funds
Cost: \$55,000
- E. Public Works Committee..... **Dave Tassoni, Committee Chairman**
1. Committee Report

2. (25-030) Ordinance Establishing a Speed Zone on Latham Road (CH 17) from Rockton Avenue to IL Route 2
Cost: n/a C.B. District: 1, 5
3. (25-031) Resolution to Reject Bid for Box Culvert Materials on Rockton Avenue at Gleasman Road (Section: 25-00737-00-BR)
Cost: n/a C.B. District: 1
4. (25-032) Resolution Authorizing the Award of Bid for Moate Road Resurfacing (Section: 25-00000-03-GM)
Cost: \$794,444.04 C.B. District: 1
5. (25-033) Resolution Authorizing the Award of Bid for Pecatonica Road Shoulder Paving (Section: 25-00000-05-GM)
Cost: \$547,408.50 C.B. District: 1
6. (25-034) Resolution Adopting the Winnebago County Traffic Safety Action Plan
Cost: n/a C.B. District: County Wide
Link to Traffic Safety Action Plan:
<https://drive.google.com/file/d/1tjzQf887YehNKJaFjBYFPdAtgP2FwGFH/view?usp=sharing>
7. (25-035) Resolution Adopting a Policy for Celebrate Life Memorials along the Perryville Path
Cost: n/a C.B. District: 7, 8, 20

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

1. Committee Report
2. Resolution Authorizing the Execution of a Mutual Aid Agreement with the Illinois Coroners and Medical Examiners Association
3. Resolution Authorizing the Chairman of the County Board to Execute a Winnebago County Mental Health Board Amendment to the Funding Agreement

G. Legislative and Lobbying Committee..... **Committee Chairman**

1. Committee Report

10. Unfinished BusinessChairman Joseph Chiarelli

Appointments read in on April 24, 2025

- A. Four Rivers Sanitation District, Annual Compensation: \$6,000
 1. Brad Long (New Appointment), Rockford, Illinois, to serve a 3-year term (Elmer Jones) expiring April 2028
- B. New Milford Fire Protection District, Annual Compensation: Not to exceed \$1,000 per year
 1. Doug Hayes (New Appointment), Rockford, Illinois, to serve the remainder of a 3-year term (Kurt Rodgers) expiring May 2026
 2. Greg Tucker (Reappointment), Rockford, Illinois, to serve a 3-year term expiring May 2028

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

12. Announcements & Communications Clerk Lori Gummow

- A. Correspondence (see packet)

13. AdjournmentChairman Joseph Chiarelli

Next Meeting: Thursday, June 12, 2025

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

Approval of Minutes

**REGULAR ADJOURNED MEETING
WINNEBAGO COUNTY BOARD
APRIL 24, 2025**

1. Chairman Chiarelli Called to Order the Regular Adjourned Meeting of the Winnebago County Board for Thursday, April 24, 2025 at 6:00 p.m.

Chairman Chiarelli acknowledged the passing of former Board Member Gary Jury and had a moment of silence.

2. Board Member Arena gave the invocation and led the Pledge of Allegiance.

3. Agenda Announcements:

County Administrator Thompson announced there will be two additional speakers that were not on the agenda.

4. Roll Call: 18 Present. 2 Absent. (Board Members Arena, Booker, Butitta, Goal, Hanserd, Hoffman, Lindmark, McCarthy, McDonald, Nabors, Penney, Salgado, Sweeney, Tassoni, M. Thompson, R. Thompson, Valdez, and Webster. (Board Members Fellars and Scrol were absent.)

Board Member Fellars joined at 6:04 p.m.

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

5. Awards - None

Presentations- None

Public Hearings - None

Public Participation - Beth Osmund, Introducing Youth Service Bureau and our services to the Community, Pro

Tom Walsh, Gold Star Memorial Blocks, Pro

Bobbie Holzwarth, Chairman's Authorities, Pro

Greg Jury, Chairman's Authorities, Pro

APPROVAL OF MINUTES

6. Chairman Chiarelli entertained a motion to approve the Minutes. Board Member Booker made a motion to approve County Board Minutes of March 27, 2025 and layover County Board Minutes

of April 10, 2025, seconded by Board Member Penney. Motion was approved by a unanimous vote of all members present. (Board Member Scrol was absent.)

CONSENT AGENDA

7. Chairman Chiarelli entertained a motion to approve the Consent Agenda for April 24, 2025. Board Member McCarthy made a motion to approve the Consent Agenda which includes the Raffle Report and Auditor's Report, seconded by Board Member Penney. Motion was approved by a unanimous vote of all members present. (Board Member Scrol was absent.)

APPOINTMENTS

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

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

1. Brad Long (New Appointment), Rockford, Illinois, to serve a 3-year term (Elmer Jones) expiring April 2028

B. New Milford Fire Protection District, Annual Compensation: \$1,000 per year

1. Doug Hayes (New Appointment), Rockford, Illinois, to serve the remainder of a 3-year term (Kurt Rodgers) expiring May 2026
2. Greg Tucker (Reappointment), Rockford, Illinois, to serve a 3-year term expiring May 2028

REPORTS FROM STANDING COMMITTEES

FINANCE COMMITTEE

9. Board Member Butitta read in for the first reading of a Resolution Awarding Court and Case Management Software Agreement to Avenu Insights and Analytics, LLC (Avenu). Board Member Butitta made a motion to suspend the rules, seconded by Board Member Arena. Motion to suspend was approved by a unanimous vote of all members present. (Board Member Scrol was absent.) Board Member Butitta made a motion to approve, seconded by Board Member Penney. Discussion by Board Members Butitta and Salgado. Motion was approved by a unanimous vote of all members present. (Board Member Scrol was absent.)
10. Board Member Butitta read in for the first reading of an Ordinance for Approval of Budget Amendment for Avenu Contract [Court and Case Management Software] to be Laid Over. Board Member Butitta made a motion to suspend the rules, seconded by Board Member Penney. Motion to suspend was approved by a unanimous vote of all members present. (Board Member Scrol was absent.) Board Member Butitta made a motion to approve the Ordinance, seconded by Board Member Penney. Motion was approved by a unanimous vote of all members present. (Board Member Scrol was absent.)

11. Board Member Butitta made a motion to approve a Resolution Authorizing Wage Increase for Non-Bargaining Unit Employees of the County of Winnebago, Illinois, seconded by Board Member Sweeney. Discussion by Board Member Butitta. Motion was approved by a unanimous vote of all members present. (Board Member Scrol was absent.)
12. Board Member Butitta made a motion to approve a Resolution Authorizing Settlement of a Claim Against the County of Winnebago Entitled Thomas Morrison versus Winnebago County, seconded by Board Member R. Thompson. Discussion by Board Member Butitta. Motion was approved by a unanimous vote of all members present. (Board Member Scrol was absent.)

Board Member Butitta announced the next Finance Committee is scheduled for May 15, 2025.

ZONING COMMITTEE

13. Board Member Webster read in for the first reading of SU-02-25 A special use permit to allow a ground-mounted solar energy system in the front yard (that is proposed at 8 feet, exceeding the maximum height of 3 feet) in the AG, Agricultural Priority District for the property that is commonly known as 17120 Laube Road, Davis, IL 61019 in Laona Township (with conditions), District 2, to be laid over.

Board Member Webster announced the next Zoning Board of Appeals meeting is scheduled for Tuesday, May 13, 2025 and the Zoning Committee will meet Wednesday, May 21, 2025.

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 Secondary Solutions Inc. (SSI), seconded by Board Member Hoffman. Motion was approved by a unanimous vote of all members present. Discussion by Board Member Butitta. (Board Member Scrol was absent.)
15. 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 \$50,000 from the Revolving Loan Fund to Harvey Walbangers, LLC (Harvey), seconded by Board Member Hanserd. Motion was approved by a unanimous vote of all members present. (Board Member Scrol was absent.)

Board Member Sweeney commented on the Resolution under New Business. Agenda Item 11. A.

OPERATIONS & ADMINISTRATIVE COMMITTEE

16. Board Member McDonald made a motion to approve a Resolution to Approve the Execution of a Renewal Agreement with Vision Service Plan (VSP) for Voluntary Vision Insurance, seconded by Board Member Hanserd. Motion was approved by a unanimous vote of all members present. (Board Member Scrol was absent.)

17. Board Member McDonald made motion to approve a Resolution Authorizing the Execution of an Agreement with The Standard to Provide Basic Life Insurance and Accidental Death and Dismemberment (AD&D) Insurance, seconded by Board Member R. Thompson. Motion was approved by a unanimous vote of all members present. (Board Member Scrol was absent.)
18. Board Member McDonald made a motion to approve a Resolution Authorizing the Execution of an Agreement with The Standard for Voluntary Life Insurance, seconded by Board Member Hanserd. Motion was approved by a unanimous vote of all members present. (Board Member Scrol was absent.)

PUBLIC WORKS COMMITTEE

19. Board Member Tassoni made a motion to approve (25-023) Award of Bid for the 2025 County General Letting, seconded by Board Member R. Thompson. Discussion by Board member Tassoni. Motion was approved by a unanimous vote of all members present. (Board member Scrol was absent.)
20. Board Member Tassoni made a motion to approve (25-024) Resolution Authorizing the Appropriation of Motor Fuel Tax (MFT) Funds for the Maintenance of County Highways, seconded by Board Member Hoffman. Discussion by Board member Tassoni. Motion was approved by a unanimous vote of all members present. (Board Member Scrol was absent.)
21. Board Member McDonald made a motion to approve (25-025) Resolution Authorizing the Award of Bid for the 2025 Township Sealcoat Program (Section 25-XX000-01-GM), seconded by Board Member M. Thompson. Motion was approved by a unanimous vote of all members present. (Board Member Scrol was absent.)
22. Board Member McDonald made a motion to approve (25-026) Resolution Authorizing the Award of Bid for Concrete Pavement Joint Sealing and Repair (Section 25-00000-01-GM), seconded by Board Member R. Thompson. Discussion by Board Member Tassoni. Motion was approved by a unanimous vote of all members present. (Board Member Scrol was absent.)
23. Board Member Tassoni made a motion to approve Agenda Items 6. And 7. (as listed below), seconded by Board Member McDonald. Discussion by Board Member Tassoni. Motion was approved by a unanimous vote of members present. (Board Member Scrol was absent.)
 6. (25-027) Resolution Proclaiming the 500 Block of East South Street in the Village of Durand, Illinois (CH 62) as the Charles H. Long Star Memorial Block
 7. (25-028) Resolution Proclaiming the 200 Block of East South Street in the Village of Durand, Illinois (CH 62) as the Robert S. McMahon Gold Star Memorial Block
24. Board Member Tassoni made a motion to approve (25-029) Resolution Authorizing an Agreement with the Illinois Environmental Protection Agency (IEPA) to Provide Financial Assistance Through Section 319 of the Federal Clean Water Act for Streambank Stabilization of Madigan Creek from Waterford Drive to Newburg Road (Section 25-00736-00-DR), seconded by Board Member McCarthy. Discussion by Board Member Tassoni. Motion was approved by a unanimous vote of all members present. (Board Member Scrol was absent.)

PUBLIC SAFETY AND JUDICIARY COMMITTEE

25. No Report.

LEGISLATIVE AND LOBBYING COMMITTEE

26. No Report.

UNFINISHED BUSINESS

27. **Operations and Administrative Committee**

- A. Board Member McDonald made a motion to approve an Ordinance Amending Section 62-3 (Nepotism) of the Winnebago County Code of Ordinances Laid Over from April 10, 2025 Meeting, seconded by Board Member Slagado. Discussion by County Administrator Thompson and Board Member Fellars. Motion was approved by a unanimous vote of all members present. (Board Member Scrol was absent.) Discussion by Board Member McDonald.

Board Member Webster announced Ordinance SU-2-25 comes with conditions and thanked Tom Walsh for recognizing veterans.

NEW BUSINESS

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

- A. Board Member Butitta made a motion suspend the rules on Resolution to Define Host Fee Fund Expenditures (Motion to Suspend Rule 2-64 only), seconded by Board Member Arena. Motion to suspend the rules failed by a roll call vote of 11 no and 8 yes votes. (Board Members Fellars, Goral, Hanserd, Hoffman, McCarthy, Nabors, Penney, Salgado, Sweeney, Tassoni, and Valdez voted no.) (Board Member Scrol was absent.)

Board Member Sweeney spoke in regards to the Chairman's Authorities and referred to Operations an Ordinance Amending Chapter 2 of the Winnebago County Code to Restore Administrative Authority to the County Board Chairman.

Board Member Salgado announced he was elected to the City of Rockford, the process to replace him, and the suspension of rules.

Board Member Penney spoke of a host fee review.

Board Members Penney, Arena, and Sweeney shared stories of former Board Member Gary Jury.

ANNOUNCEMENTS & COMMUNICATION

29. 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. Federal Register/Vol. 90, No. 71/Tuesday, April 15, 2025/Notices
- b. Summary of the April 2, 2025, Public Outreach to Discuss the NRC 2024 End-of-Cycle Plant Performance Assessment of Byron Station, Units 1 and 2
- c. Constellation Energy Generation, LLC-Braidwood and Byron Request—Acceptance of License Amendment Request to Adopt TSTF-286, TSTF-471, AND TSTF-571 (EPID No. 1-2025-LLA-0050)

B. County Clerk Gummow received from The Illinois Department of Corrections a letter stating the Winnebago County Jail was found to be in non-compliance with the Illinois County Jail Standards, specifically, Inadequate supervision of detainees, section 701.130(a)(2).

Board Member McCarthy announced the R.A.M.I. awards will take place at the Hard Rock Casino on Friday night.

Chairman Chiarelli acknowledged Jim Hughes a former Board Member, Alderman, and Winnebago County employee.

ADJOURNMENT

30. Chairman Chiarelli entertained a motion to adjourn. County Board Member Webster moved to adjourn the meeting, seconded by Board Member M. Thompson. Motion was approved by a voice vote. (Board Member Scrol was absent.) The meeting was adjourned at 6:51 p.m.

Respectfully submitted,



Lori Gummow
County Clerk
ar

CONSENT AGENDA

RAFFLE APPLICATION REPORT

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

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

The Following Have Requested a Class A, General License				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT
31296	1	WINNEBAGO COUNTY CASA	5/24/2025-5/24/2025	\$4,500.00
31297	1	DON'T BE NEXT FOUNDATION	6/21/2025-6/21/2025	\$2,000.00
31298	1	ROSCOE LIONS CLUB	6/01/2025-9/07/2025	\$6,000.00
31299	1	WHITE EAGLE CLUB OF ROCKFORD	6/01/2025-8/09/2025	\$2,500.00
31301	1	UNITED WAY OF ROCK RIVER VALLEY	6/12/2025-6/12/2025	\$2,500.00
31303	1	CENTER FOR SIGHT & HEARING	6/23/2025-6/23/2025	\$4,999.00
31304	1	SOUTH BELOIT BUSINESSMEN'S ASSOCIATION	6/01/2025-12/2/2025	\$2,480.00
31305	1	SOUTH BELOIT BUSINESSMEN'S ASSOCIATION	6/01/2025-12/2/2025	\$2,500.00
The Following Have Requested a Class B, MULTIPLE (2, 3 OR 4) LICENSE				
LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT

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

The Following Have Requested a Class D,E,& F Limited Annual License

LICENSE #	# OF RAFFLES	NAME OF ORGANIZATION	LICENSE DATES	AMOUNT
31300	1	WHITE EAGLE CLUB OF ROCKFORD	6/01/2025-5/31/2026	\$4,999.00
31302	1	ROCKFORD LUTHERAN SCHOOL	5/23/2025-5/23/2026	\$4,999.00

This concludes my report,

Deputy Clerk KRYSTAL SOTO

LORI GUMMOW
Winnebago County Clerk

Date 22-May-25

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	\$	586,379
101	PUBLIC SAFETY TAX	\$	16,173
103	DOCUMENT STORAGE FUND	\$	16,781
105	VITAL RECORDS FEE FUND	\$	113
107	COURT AUTOMATION FUND	\$	30,585
109	VICTIM IMPACT PANEL FEE	\$	800
111	CHILDREN'S WAITING ROOM FUND	\$	8,542
114	911 OPERATIONS FUND	\$	340,444
115	PROBATION SERVICE FUND	\$	15,729
116	HOST FEE FUND	\$	136,801
122	FEDERAL FORFEITURE ST ATTY	\$	300
126	LAW LIBRARY	\$	11,692
131	DETENTION HOME	\$	71,994
155	MEMORIAL HALL	\$	4,936
156	CIRCUIT CLERK ELECTRONIC CITATION	\$	13,146
158	CHILD ADVOCACY PROJECT	\$	1,256
161	COUNTY HIGHWAY	\$	378,009
163	FEDERAL AID MATCHING FUND	\$	50,355
164	MOTOR FUEL TAX FUND	\$	444,481
165	TOWNSHIP HIGHWAY FUND	\$	475
168	TOWNSHIP BRIDGE	\$	6,363
181	VETERANS ASSISTANCE FUND	\$	20,610
185	HEALTH INSURANCE	\$	54,172
194	TORT JUDGMENT & LIABILITY	\$	4,830
196	MENTAL HEALTH TAX FUND	\$	53,300
301	HEALTH GRANTS	\$	87,129
302	SHERIFF'S DEPT GRANTS	\$	97,160
304	PROBATION GRANTS	\$	29,120
309	CIRCUIT COURT GRANT FUND	\$	5,245
313	AMERICA RESCUE PLAN	\$	5,242
314	CJCC GRANTS FUND	\$	47
315	OPIOID SETTLEMENT FUND	\$	40
401	RIVER BLUFF NURSING HOME	\$	311,447
410	ANIMAL SERVICES	\$	46,167
420	555 N COURT OPERATIONS FUND	\$	8,492
430	WATER FUND	\$	10,637
501	INTERNAL SERVICES	\$	715
743	CAPITAL PROJECTS FUND	\$	34,716
	TOTAL THIS REPORT	\$	2,904,423

The adoption of this report is hereby recommended:


William Crowley, County Auditor

ADOPTED: This 22nd day of May 2025 at the City of Rockford, Winnebago County, Illinois.

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

ATTEST:

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

Appointments

Reports of Standing Committees

ZONING COMMITTEE

Attachment
ZONING COMMITTEE
OF THE COUNTY BOARD AGENDA
May 22, 2025

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

PLANNING AND/OR ZONING REQUESTS:

TO BE LAID OVER:

1. SU-01-25 A SPECIAL USE PERMIT FOR OUTDOOR ENTERTAINMENT TO ALLOW MUSICAL EVENTS AND ACCESSORY USES SUCH AS A SNACK BAR / REFRESHMENT STAND IN THE AG, AGRICULTURAL PRIORITY DISTRICT requested by Bob and Heidi Miller, Property Owners, for the property that is commonly known as 10831 Telegraph Road, Winnebago, IL 61088 in Burritt Township.

Part of PIN: 10-17-400-003

C.B. District: 1

Lesa Rating: NA

Consistent W/2030 LRMP – Future Map: N/A

ZBA RECOMMENDATION: *APPROVAL w/ ZBA CONDITIONS (6-0)*

ZC RECOMMENDATION: *TBD*

2. Z-04-25 A MAP AMENDMENT TO REZONE 5 +/- ACRES FROM THE AG, AGRICULTURAL PRIORITY DISTRICT TO THE RA, RURAL AGRICULTURAL RESIDENTIAL DISTRICT (A SUB-DISTRICT OF THE RA DISTRICT) requested by Ray McCoy, Co-Trustee (Property Owner), for the property that is commonly known as 9901 N. Campbell Road, Durand, IL 61024 in Harrison Township.

PIN: 06-29-300-003

C.B. District: 1

Lesa Rating: Very High

Consistent W/2030 LRMP – Future Map: NO

ZBA RECOMMENDATION: *APPROVAL (6-0)*

ZC RECOMMENDATION: *TBD*

3. SU-03-25 A SPECIAL USE PERMIT FOR MINING TO ALLOW A GRAVEL EXTRACTION OPERATION (RENEWAL) IN THE AG, AGRICULTURAL PRIORITY DISTRICT requested by Robert Schlichting, Applicant (Property Owner), for the property that is commonly known as 11150 and 11184 N. Main Street, Rockton, IL 61072 in Rockton Township.

PIN: 03-35-200-019

C.B. District: 2

Lesa Rating: N/A

Consistent W/2030 LRMP – Future Map: N/A

ZBA RECOMMENDATION: *APPROVAL w/CONDITIONS (5-1)*

ZC RECOMMENDATION: *TBD*

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

- Chairman, Brian Erickson, hereby announces that a *Zoning Board of Appeals (ZBA)* meeting is *tentatively* scheduled for **Wednesday, June 11, 2025**, at 5:30 p.m. in Room 303 of the County Administration Building.
- Chairman, Jim Webster, hereby announces that the next *Zoning Committee (ZC)* meeting is *tentatively* scheduled for **Wednesday, June 25, 2025**, at 5:30 p.m. in Room 303 of the County Administration Building.

ECONOMIC DEVELOPMENT COMMITTEE

Sponsored by: John Sweeney, Angela Fellars,
Angie Goral, Valerie Hanserd, Joe Hoffman,
Kevin McCarthy, Tim Nabors, John Penney,
Chris Scrol, Dave Tassoni, Michael Thompson,
Christina Valdez, Joe Chiarelli

County Board Meeting May 22, 2025

**ORDINANCE
OF
THE COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS
SUBMITTED BY: ECONOMIC DEVELOPMENT COMMITTEE**

2025 CO _____

**ORDINANCE AMENDING CHAPTER 2 ("ADMINISTRATION") OF THE
WINNEBAGO COUNTY CODE TO RESTORE ADMINISTRATIVE AUTHORITY TO
THE COUNTY BOARD CHAIRMAN**

WHEREAS, the County of Winnebago, Illinois is a non-home rule unit of government organized under the Illinois Counties Code (55 ILCS 5/1-1001 et seq.); and

WHEREAS, the Winnebago County Board Chairman is elected at-large by the voters of the County and is directly accountable to the public for the efficient and transparent administration of county government; and

WHEREAS, it is in the interest of efficient operations, clarity of roles, and effective leadership to formally vest executive and administrative authority in the Office of the County Board Chairman, while preserving all legislative authority in the County Board as a whole; and

WHEREAS, the County Board desires to amend certain sections of Chapter 2 ("Administration") of the Winnebago County Code of Ordinances-specifically Sections 2-47, 2-49, 2-123, 2-124, 2-147, 2-151, 2-155, 2-155.8, 2-155.12, 2-158, 2-168, 2-172, 2-182, and 2-228 to effectuate this reallocation of administrative authority and modernize the County's operational structure;

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

ARTICLE 11. DIVISION 2. - CHAIRMAN

Sec. 2-47. - Membership on county board.

The Chairman shall serve as the Chief Executive Officer of the County and be responsible for all administrative operations not otherwise assigned by law. The Chairman shall preside over all regular and special meetings of the County Board but shall not be considered a member of the County Board and shall not vote on any question before the County Board except

to break a tie. The Chairman shall have the authority to appoint, supervise, direct, and remove all department heads and county employees who are not otherwise appointed or elected pursuant to state law. The Chairman shall be responsible for the day-to-day administration of county government, including the implementation of policies enacted by the County Board, coordination of departments, oversight of internal operations and services, budget preparation, intergovernmental representation, and labor relations. The Chairman may appoint a County Administrator, subject to confirmation by the County Board, to assist in carrying out administrative duties.

(Ord. No. 92-CO-79, 7(2-169), 11-24-92; Ord. No. 2019-CO-040, 4-11-19)

Sec. 2-49. - Duties.

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

(a) Administrative responsibilities.

- (1) Appoint, with the advice and consent of the county board, those positions as required by the laws of the state. The county board chairman shall have the authority to appoint, discipline or remove the county administrator, chief financial officer and county department heads, except the offices of elected county officers and as otherwise provided by law, in accordance with Winnebago County Human Resource policies.
- (2) Represent the county on all economic development opportunities. Monitor and report to the economic development committee chairman and the county board caucus leaders all economic development activities and proposed agreements or IGA's (Inter Governmental Agreements) including any requested incentives at the time they are requested within seven business days of being first contacted by any outside entity or municipality wishing to do business with the county.
- (3) Shall represent the county at all organizations of which the county is a member; or with the assistance of the county administrator, or a designee assigned with the advice and consent of the county board.
- (4) Serve as the primary liaison between county elected officials and county board.
- (5) Monitor the development of annual host fee allocations to be approved by the county board.
- (6) Develop and promote the county's legislative agenda with the approval of the county board.
- (7) Assist in developing and monitoring the county's strategic plan with the advice and consent of the county board.
- (8) Lead communication of county initiatives and accomplishments as approved by the county board.

- (9) Attend staff meetings convened for the purpose to discuss issues that may require legislative action by the county board and report a summary of the discussion to the appropriate committee chair.
- (10) Assist the committee chairs in establishing committee agendas.
- (11) Establish the agenda for county board meetings, except each agenda shall include a report from all standing committees and the items within the committee reports shall be established by the committee chairs.
- (12) Monitor the negotiation and enforcement of any collective bargaining agreements between the county and employees governed by the Illinois Public Labor Relations Act.
- (13) Supervise and assign duties to the county administrator.

(b) Reporting and communications.

- (1) Report monthly to the county board on the affairs of the county.
- (2) When advisable, in order to promote county services and operations which are in the public interest, recommend to the county board the adoption of ordinances and resolutions.
- (3) Any county employee, who performs duties that fall under the purview of the county board chairman and as outlined in section (a) above, shall report directly to the county board chairman, unless otherwise directed. This shall include but not be limited to the County's Communications Director and the Director of Chairman's Office of Criminal Justice Initiatives.

(Ord. No. 92-CO-79, 7(2-171), 11-24-92; Ord. No. 2003-CO-42, 5-22-03; Ord. No. 2006-CO-7, 1-12-06; Ord. No. 2007-CO-94, 1, 12-20-07; Ord. No. 2018-CO-075, 7-26-18; Ord. No. 2019-CO-040, 4-11-19; Ord. No. 2022-CO-059, 8-11-22)

(c) Financial Management.

- (1) Monitor, review and recommend to the county board the annual budget.
- (2) Negotiate leases, contracts, and other agreements for goods or services, with the assistance of the county administrator and other designees, subject to the approval of the board: ensure that all terms and conditions of leases, contracts, and other agreements are performed and shall notify the board of any violations thereof.

ARTICLE 111. DIVISION 2. - ADMINISTRATOR

Sec. 2-123. - Appointment/dismissal.

Except as provided in an employment contract, the county administrator shall be appointed, disciplined or dismissed by the county board chairman.

(Ord. No. 92-CO-79, 8(2-186), 11-24-92; Ord. No. 2017-CO-067, 6-22-17; Ord. No. 2019-CO-072, 8-8-19)

Sec. 2-124. - Duties.

The county administrator shall serve as a member of the county's leadership team and advise on a wide range of issues, including but not limited to strategy, policy, planning and provide communications.

- (a) The county administrator shall be subject to the direction and control of the county board chairman and shall supervise the administration of the following:
 - (1) Purchasing;
 - (2) Buildings and maintenance;
 - (3) Functions of the supervisor of assessments;
 - (4) Animal services;
 - (5) Information technology;
 - (6) Community development
 - (7) River Bluff Nursing Home;
 - (8) County board office;
 - (9) Veterans Memorial Hall;
 - (10) Risk management program;
 - (11) Chief financial officer. Budget and finance, under the direct supervision of the administrator;
 - (12) Human Resources.
- (b) The county administrator shall have the authority to appoint an appropriate designee to assist in the supervision of the above departments.
- (c) The county administrator, or his or her designee, shall evaluate the performance of the directors and/or coordinators of the departments listed in subsection (a) above.
- (d) The county administrator shall be responsible for managing operational budgets to achieve organizational strategic goals for the departments listed in subsection (a) above.
- (e) The county administrator shall:
 - (1) Maintain regular communication with all elected county officials as designated by the county board chairman.
 - (2) Notify the county board chairman of staff meetings convened for the purpose to discuss issues that may require legislative action by the County Board.
 - (3) Assist the county board chairman and committee chairs in preparation of committee agendas, ordinances, resolutions and other business.
 - (4) Establish standard operational procedures or administrative policies.
 - (5) Serve as liaison to county board committees as assigned by the county board chairman.
- (f) Negotiate and enforce any collective bargaining agreements between the county and any employees governed by the state public employees labor relations act;
- (g) Assist the county board chairman in negotiating leases, contracts, and other agreements for goods or services, subject to the approval of the board;
- (h) Assist the county board to develop, install and maintain a centralized system for purchasing goods and services on behalf of county departments and functions,
- (i) Perform other duties assigned by the county board chairman.

ARTICLE 111. DIVISION 4. - CHIEF FINANCIAL OFFICER

Sec. 2-147. - Appointment/dismissal.

The chief financial officer shall be appointed, disciplined or dismissed by the county board chairman. The chief financial officer shall report to and be under the supervision of the county board chairman.

(Ord. No. 2017-CO-068, 6-22-17; Ord. No. 2018-CO-075, 7-26-18; Ord. No. 2020-co-084, 11-24-20)

ARTICLE 111. DIVISION 5. – CHIEF OPERATIONS OFFICER

Sec. 2-151. - Appointment/dismissal.

The chief operations officer shall be recommended, and appointed, disciplined or dismissed, by the county administrator with the approval of the county board chairman.

(Ord. No. 2018-CO-061, 6-28-18; Ord. No. 2018-CO-075, 7-26-18)

ARTICLE 111. DIVISION 6. - CHIEF STRATEGY OFFICER

Sec. 2-155. - Appointment/dismissal and duties.

The chief strategy officer shall be appointed, disciplined or dismissed, by the county board chairman.

(Ord. No. 2018-CO-062, 6-28-18; Ord. No. 2018-CO-075, 7-26-18)

ARTICLE 111. DIVISION 7. - CHIEF HUMAN RESOURCES OFFICER

Sec. 2-155.8. - Appointment/dismissal.

The chief human resources officer shall be recommended by the county administrator and appointed, disciplined or dismissed by the county board chairman.

(Ord. No. 2019-co-on, 8-8-19)

ARTICLE 111. DIVISION 8. - CHIEF INFORMATION OFFICER

Sec. 2-155.12, - Appointment/dismissal.

The chief information officer shall be appointed, disciplined or dismissed by the county board chairman. with the advice and consent of the county board.

(Ord. No. 2017-CO-100, 10-26-17)

ARTICLE IV. - DEPARTMENTS

DIVISION 1. - FINANCE DEPARTMENT

Sec. 2-158. - Director.

The person in charge of the finance department shall be known as the finance director. The finance director shall be appointed, disciplined or dismissed, by the County board chairman.

(Ord. No. 2006-CO-4, 1-12-06; Ord. No. 2017-co-110, 11-21-17; Ord. No. 2018-CO075, 7-26-18)

DIVISION 2. - HUMAN RESOURCES DEPARTMENT

Sec. 2-168. - Director.

The human resources director shall be appointed, disciplined or dismissed by the county board chairman.

(Ord. No. 92-CO-79, 10(13-2(a), (c)), 11-24-92; Ord. No. 2017-co-110, 11-21-17; Ord. No. 2018-CO-075, 7-26-18; Ord. No. 2019-CO-076, 8-22-19)

DIVISION 2.1. - HUMAN SERVICES DEPARTMENT

Sec. 2-172. - Administrator.

The person in charge of the human services department shall be known as the human services administrator. The human services administrator shall be appointed, disciplined or dismissed by the county board chairman.

(Ord. No. 2007-CO-94, 111, 12-20-07; Ord. No. 2017-CO-110, 11-21-17)

DIVISION 3. - COMMUNITY DEVELOPMENT DEPARTMENT

Sec. 2-182. - Director.

The person in charge of the department of community development shall be known as the director of community development. The director of community development shall be appointed, disciplined or dismissed, by the county board chairman.

(Ord. No. 92-CO-79, 6(2-51), 11-24-92; Ord. No. 2007-CO-94, V, 12-20-07; Ord. No. 2017-co-110, 11-21-17; Ord. No. 2018-co-075, 7-26-18)

DIVISION 6. - PURCHASING AND CENTRAL SERVICES DEPARTMENT

Sec. 2-228. - Director.

The director of purchasing shall serve as the purchasing agent for the county and shall be responsible for the procurement of materials, supplies, equipment, services, construction, construction related services and professional services in accordance with this division. The director of purchasing and central services shall be appointed, disciplined or dismissed by county board chairman

(Ord. No. 92-CO-79, 9(13A-3), 11-24-92; Ord. No. 98-CO-65, 11-12-98; Ord. No. 2017-CO-110, 11-21-17; Ord. No. 2018-CO-047, 5-10-18; Ord. No. 2018-CO-075, 7-2618)

SECTION 2: REAFFIRMATION OF LEGISLATIVE AUTHORITY

Nothing in this ordinance shall be construed to transfer or limit the legislative powers of the County Board. The Board shall retain the sole authority to enact ordinances, resolutions, levy taxes, adopt the budget, and establish public policy for the County in accordance with Illinois law.

SECTION 3: REPEAL OF INCONSISTENT PROVISIONS

All ordinances, resolutions, motions, rules, or sections of the Winnebago County Code that are inconsistent with the provisions of this ordinance – including any language within Sections 2-47, 2-49, 2-123, 2-124, 2-147, 2-151, 2-155, 2-155.8, 2-155.12, 2-158, 2-168, 2-172, 2-182, and 2-228 are hereby repealed or amended to the extent of such inconsistency.

SECTION 4: SEVERABILITY

If any part or provision of this ordinance is found to be invalid or unconstitutional by a court of competent jurisdiction, such finding shall not affect the validity of the remaining provisions.

BE IT FURTHER ORDAINED, that all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

BE IT FURTHER ORDAINED, that this Ordinance shall be effective on its adoption.

BE IT FURTHER ORDAINED, that the Clerk of the County Board of the County of Winnebago is directed to prepare and deliver certified copies of this Ordinance to the Winnebago County Human Resources Director, County Chief Operations Officer, County Finance Director, County Administrator, and the County Auditor.

Respectfully submitted,
Economic Development Committee

AGREE

DISAGREE

JOHN SWEENEY, CHAIR

JOHN SWEENEY, CHAIR

TIM NABORS, VICE CHAIR

TIM NABORS, VICE CHAIR

ANGELA FELLARS

ANGELA FELLARS

VALERIE HANSERD

VALERIE HANSERD

BRAD LINDMARK

BRAD LINDMARK

JOHN PENNEY

JOHN PENNEY

RAY THOMPSON

RAY THOMPSON

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____ 2025.

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

Sponsored by: John Sweeney, Angela Fellars,
Angie Goral, Valerie Hanserd, Joe Hoffman,
Kevin McCarthy, Tim Nabors, John Penney,
Chris Scrol, Dave Tassoni, Michael Thompson,
Christina Valdez, Joe Chiarelli

County Board Meeting May 22, 2025

**ORDINANCE
OF
THE COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS
SUBMITTED BY: ECONOMIC DEVELOPMENT COMMITTEE**

2025 CO _____

**ORDINANCE AMENDING CHAPTER 2 ("ADMINISTRATION") OF THE
WINNEBAGO COUNTY CODE TO RESTORE ADMINISTRATIVE AUTHORITY TO
THE COUNTY BOARD CHAIRMAN**

WHEREAS, the County of Winnebago, Illinois is a non-home rule unit of government organized under the Illinois Counties Code (55 ILCS 5/1-1001 et seq.); and

WHEREAS, the Winnebago County Board Chairman is elected at-large by the voters of the County and is directly accountable to the public for the efficient and transparent administration of county government; and

WHEREAS, it is in the interest of efficient operations, clarity of roles, and effective leadership to formally vest executive and administrative authority in the Office of the County Board Chairman, while preserving all legislative authority in the County Board as a whole; and

WHEREAS, the County Board desires to amend certain sections of Chapter 2 ("Administration") of the Winnebago County Code of Ordinances-specifically Sections 2-47, 2-49, 2-123, 2-124, 2-147, 2-151, 2-155, 2-155.8, 2-155.12, 2-158, 2-168, 2-172, 2-182, and 2-228 to effectuate this reallocation of administrative authority and modernize the County's operational structure;

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

ARTICLE 11. DIVISION 2. - CHAIRMAN

Sec. 2-47. - Membership on county board.

~~The county board chairman shall convene all regular and special meetings of the county board but shall not be a member of the county board and shall not vote on any questions before the county board except to break a tie.~~

The Chairman shall serve as the Chief Executive Officer of the County and be responsible for all administrative operations not otherwise assigned by law. The Chairman shall preside over all regular and special meetings of the County Board but shall not be considered a member of the County Board and shall not vote on any question before the County Board except to break a tie. The Chairman shall have the authority to appoint, supervise, direct, and remove all department heads and county employees who are not otherwise appointed or elected pursuant to state law. The Chairman shall be responsible for the day-to-day administration of county government, including the implementation of policies enacted by the County Board, coordination of departments, oversight of internal operations and services, budget preparation, intergovernmental representation, and labor relations. The Chairman may appoint a County Administrator, subject to confirmation by the County Board, to assist in carrying out administrative duties.

(Ord. No. 92-CO-79, 7(2-169), 11-24-92; Ord. No. 2019-CO-040, 4-11-19)

Sec. 2-49. - Duties.

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

(a) Administrative responsibilities.

- (1) Appoint, with the advice and consent of the county board, those positions as required by the laws of the state. The county board chairman shall have the authority to appoint, discipline or remove the county administrator, chief financial officer and county department heads, except the offices of elected county officers and as otherwise provided by law, in accordance with Winnebago County Human Resource policies.
- (2) Represent the county on all economic development opportunities. Monitor and report to the economic development committee chairman and the county board caucus leaders all economic development activities and proposed agreements or IGA's (Inter Governmental Agreements) including any requested incentives at the time they are requested within seven business days of being first contacted by any outside entity or municipality wishing to do business with the county.
- (3) Shall represent the county at all organizations of which the county is a member; or with the assistance of the county administrator, or a designee assigned with the advice and consent of the county board.
- (4) Serve as the primary liaison between county elected officials and county board.
- (5) Monitor the development of annual host fee allocations to be approved by the county board.
- (6) Develop and promote the county's legislative agenda with the approval of the county board.

- (7) Assist in developing and monitoring the county's strategic plan with the advice and consent of the county board.
- (8) Lead communication of county initiatives and accomplishments as approved by the county board.
- (9) Attend staff meetings convened for the purpose to discuss issues that may require legislative action by the county board and report a summary of the discussion to the appropriate committee chair.
- (10) Assist the committee chairs in establishing committee agendas.
- (11) Establish the agenda for county board meetings, except each agenda shall include a report from all standing committees and the items within the committee reports shall be established by the committee chairs.
- (12) Monitor the negotiation and enforcement of any collective bargaining agreements between the county and employees governed by the Illinois Public Labor Relations Act.
- (13) Supervise and assign duties to the county administrator.

(b) *Reporting and communications.*

- (1) Report monthly to the county board on the affairs of the county.
- (2) When advisable, in order to promote county services and operations which are in the public interest, recommend to the county board the adoption of ordinances and resolutions.
- (3) Any county employee, who performs duties that fall under the purview of the county board chairman and as outlined in section (a) above, shall report directly to the county board chairman, unless otherwise directed. This shall include but not be limited to the County's Communications Director and the Director of Chairman's Office of Criminal Justice Initiatives.

(Ord. No. 92-CO-79, 7(2-171), 11-24-92; Ord. No. 2003-CO-42, 5-22-03; Ord. No. 2006-CO-7, 1-12-06; Ord. No. 2007-CO-94, 1, 12-20-07; Ord. No. 2018-CO-075, 7-26-18; Ord. No. 2019-CO-040, 4-11-19; Ord. No. 2022-CO-059, 8-11-22)

(c) *Financial Management.*

- (1) Monitor, review and recommend to the county board the annual budget.
- (2) Negotiate leases, contracts, and other agreements for goods or services, with the assistance of the county administrator and other designees, subject to the approval of the board: ensure that all terms and conditions of leases, contracts, and other agreements are performed and shall notify the board of any violations thereof.

ARTICLE 111. DIVISION 2. - ADMINISTRATOR

Sec. 2-123. - Appointment/dismissal.

Except as provided in an employment contract, the county administrator shall be appointed, disciplined or dismissed by the county board chairman. ~~Upon recommendation of personnel and policies committee.~~

(Ord. No. 92-CO-79, 8(2-186), 11-24-92; Ord. No. 2017-CO-067, 6-22-17; Ord. No. 2019-CO-072, 8-8-19)

Sec. 2-124. - Duties.

The county administrator shall serve as a member of the county's leadership team and advise on a wide range of issues, including but not limited to strategy, policy, planning and provide communications.

- (a) The county administrator shall be subject to the direction and control of the county board chairman and shall supervise the administration of the following:
 - (1) Purchasing;
 - (2) Buildings and maintenance;
 - (3) Functions of the supervisor of assessments;
 - (4) Animal services;
 - (5) Information technology;
 - (6) Community development
 - (7) River Bluff Nursing Home;
 - (8) County board office;
 - (9) Veterans Memorial Hall;
 - (10) Risk management program;
 - (11) Chief financial officer. Budget and finance, under the direct supervision of the administrator;
 - (12) Human Resources.
- (b) The county administrator shall have the authority to appoint an appropriate designee to assist in the supervision of the above departments.
- (c) The county administrator, or his or her designee, shall evaluate the performance of the directors and/or coordinators of the departments listed in subsection (a) above.
- (d) The county administrator shall be responsible for managing operational budgets to achieve organizational strategic goals for the departments listed in subsection (a) above.
- (e) The county administrator shall:
 - (1) Maintain regular communication with all elected county officials as designated by the county board chairman.
 - (2) Notify the county board chairman of staff meetings convened for the purpose to discuss issues that may require legislative action by the County Board.
 - (3) Assist the county board chairman and committee chairs in preparation of committee agendas, ordinances, resolutions and other business.

- (4) Establish standard operational procedures or administrative policies.
- (5) Serve as liaison to county board committees as assigned by the county board chairman.
- (f) Negotiate and enforce any collective bargaining agreements between the county and any employees governed by the state public employees labor relations act;
- (g) Assist the county board chairman in negotiating leases, contracts, and other agreements for goods or services, subject to the approval of the board;
- (h) Assist the county board to develop, install and maintain a centralized system for purchasing goods and services on behalf of county departments and functions,
- (i) Perform other duties assigned by the county board chairman.

ARTICLE 111. DIVISION 4. - CHIEF FINANCIAL OFFICER

Sec. 2-147. - Appointment/dismissal.

The chief financial officer shall be appointed, disciplined or dismissed by the **county board chairman**. ~~administrator, with the advice and consent of the county board and shall serve at the pleasure of the county administrator.~~ The chief financial officer shall report to and be under the supervision of the county **board chairman**. ~~administrator.~~

(Ord. No. 2017-CO-068, 6-22-17; Ord. No. 2018-CO-075, 7-26-18; Ord. No. 2020-co-084, 11-24-20)

ARTICLE 111. DIVISION 5. – CHIEF OPERATIONS OFFICER

Sec. 2-151. - Appointment/dismissal.

The **chief** operations officer shall be recommended, and appointed, disciplined or dismissed, by the county administrator with the approval of the county board chairman.

(Ord. No. 2018-CO-061, 6-28-18; Ord. No. 2018-CO-075, 7-26-18)

ARTICLE 111. DIVISION 6. - CHIEF STRATEGY ~~STRATEGIC INITIATIVES~~ OFFICER

Sec. 2-155. - Appointment/dismissal and duties.

The chief **strategy** ~~strategic initiatives~~ officer shall be ~~recommended, and~~ appointed, disciplined or dismissed, by the ~~county administrator with the approval of the county board chairman.~~

(Ord. No. 2018-CO-062, 6-28-18; Ord. No. 2018-CO-075, 7-26-18)

ARTICLE 111. DIVISION 7. - CHIEF HUMAN RESOURCES OFFICER

Sec. 2-155.8. - Appointment/dismissal.

The chief human resources officer shall be recommended by the county administrator and appointed, disciplined or dismissed by the county board chairman. ~~with the advice and consent of the county board.~~

(Ord. No. 2019-co-on, 8-8-19)

ARTICLE 111. DIVISION 8. - CHIEF INFORMATION OFFICER

Sec. 2-155.12, - Appointment/dismissal.

The chief information officer shall be appointed, disciplined or dismissed by the county board chairman. with the advice and consent of the county board.

(Ord. No. 2017-CO-100, 10-26-17)

ARTICLE IV. - DEPARTMENTS

DIVISION 1. - FINANCE DEPARTMENT

Sec. 2-158. - Director.

The person in charge of the finance department shall be known as the finance director. The finance director shall be ~~recommended,~~ and appointed, disciplined or dismissed, by the ~~county administrator with the approval of the~~ County board chairman.

(Ord. No. 2006-CO-4, 1-12-06; Ord. No. 2017-co-110, 11-21-17; Ord. No. 2018-CO075, 7-26-18)

DIVISION 2. - HUMAN RESOURCES DEPARTMENT

Sec. 2-168. - Director.

The human resources director shall be ~~recommended,~~ appointed, disciplined or dismissed by the county board chairman. ~~chief of human resources or the county administrator with the approval of the county board. In the absence of an administrator and chief human resources officer, the human resources director shall be recommended, appointed, disciplined or dismissed by a majority vote of the county board.~~

(Ord. No. 92-CO-79, 10(13-2(a), (c)), 11-24-92; Ord. No. 2017-co-110, 11-21-17; Ord. No. 2018-CO-075, 7-26-18; Ord. No. 2019-CO-076, 8-22-19)

DIVISION 2.1. - HUMAN SERVICES DEPARTMENT

Sec. 2-172. - Administrator.

The person in charge of the human services department shall be known as the human services administrator. The human services administrator shall be ~~recommended~~, appointed, disciplined or dismissed by the ~~county administrator with the approval of the~~ county board chairman.

(Ord. No. 2007-CO-94, 111, 12-20-07; Ord. No. 2017-CO-110, 11-21-17)

DIVISION 3. - ~~REGIONAL PLANNING AND~~ COMMUNITY DEVELOPMENT DEPARTMENT

Sec. 2-182. - Director.

The person in charge of the department of ~~regional planning and~~ community development shall be known as the director of ~~planning and~~ community development. The director of ~~planning and~~ community development shall be ~~recommended~~, and appointed, disciplined or dismissed, by the ~~county administrator with approval of the~~ county board chairman.

(Ord. No. 92-CO-79, 6(2-51), 11-24-92; Ord. No. 2007-CO-94, V, 12-20-07; Ord. No. 2017-co-110, 11-21-17; Ord. No. 2018-co-075, 7-26-18)

DIVISION 6. - PURCHASING AND CENTRAL SERVICES DEPARTMENT

Sec. 2-228. - Director.

The director of purchasing shall serve as the purchasing agent for the county and shall be responsible for the procurement of materials, supplies, equipment, services, construction, construction related services and professional services in accordance with this division. The director of purchasing and central services shall be ~~recommended~~, and appointed, disciplined or dismissed by the ~~county administrator with the approval of the~~ county board chairman

(Ord. No. 92-CO-79, 9(13A-3), 11-24-92; Ord. No. 98-CO-65, 11-12-98; Ord. No. 2017-CO-110, 11-21-17; Ord. No. 2018-CO-047, 5-10-18; Ord. No. 2018-CO-075, 7-2618)

SECTION 2: REAFFIRMATION OF LEGISLATIVE AUTHORITY

Nothing in this ordinance shall be construed to transfer or limit the legislative powers of the County Board. The Board shall retain the sole authority to enact ordinances, resolutions, levy taxes, adopt the budget, and establish public policy for the County in accordance with Illinois law.

SECTION 3: REPEAL OF INCONSISTENT PROVISIONS

All ordinances, resolutions, motions, rules, or sections of the Winnebago County Code that are inconsistent with the provisions of this ordinance – including any language within Sections 2-47, 2-49, 2-123, 2-124, 2-147, 2-151, 2-155, 2-155.8, 2-155.12, 2-158, 2-168, 2-172, 2-182, and 2-228 are hereby repealed or amended to the extent of such inconsistency.

SECTION 4: SEVERABILITY

If any part or provision of this ordinance is found to be invalid or unconstitutional by a court of competent jurisdiction, such finding shall not affect the validity of the remaining provisions.

BE IT FURTHER ORDAINED, that all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

BE IT FURTHER ORDAINED, that this Ordinance shall be effective on its adoption.

BE IT FURTHER ORDAINED, that the Clerk of the County Board of the County of Winnebago is directed to prepare and deliver certified copies of this Ordinance to the Winnebago County Human Resources Director, County Chief Operations Officer, County Finance Director, County Administrator, and the County Auditor.

Respectfully submitted,
Economic Development Committee

AGREE

DISAGREE

JOHN SWEENEY, CHAIR

JOHN SWEENEY, CHAIR

TIM NABORS, VICE CHAIR

TIM NABORS, VICE CHAIR

ANGELA FELLARS

ANGELA FELLARS

VALERIE HANSERD

VALERIE HANSERD

BRAD LINDMARK

BRAD LINDMARK

JOHN PENNEY

JOHN PENNEY

RAY THOMPSON

RAY THOMPSON

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____ 2025.

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

It shall be the intent of the county to prepare annually a comprehensive annual financial report (CAFR) to be presented to the board no later than 180 days after year-end. The CAFR should be audited by an independent CPA firm experienced in governmental auditing. It shall be the further intent of the County to present its CAFR 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 chief financial officer and 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 \$12,000.00 or in the case of infrastructure assets purchased or acquired with an original cost of \$50,000.00 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 the 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. In general, revenues are considered available if they are collected within 90 days of the fiscal year end except for property taxes which are 60 days and certain health department and county reimbursable grants for which available is defined as 180 days.

(Ord. No. 2019-CO-003, 1-10-19; Ord. No. 2020-CO-027, 2-27-20)

Editor's note— Ord. No. 2019-CO-003, adopted January 10, 2019, set out provisions intended for use as § 2-37. Inasmuch as there were already provisions so designated, and at the editor's discretion, these provisions have been included as § 2-38.

Secs. 2-39—2-45. - Reserved.

DIVISION 2. - CHAIRMAN

Sec. 2-46. - Creation of office.

The county board chairman shall be elected by the voters of the county and shall serve a four-year term commencing on the first Monday of the month following the month of his election and continuing until his successor is elected and qualified.

(Ord. No. 92-CO-79, § 7(2-168), 11-24-92; Ord. No. 2019-CO-040, 4-11-19)

Sec. 2-47. - Membership on county board.

The county board chairman shall convene all regular and special meetings of the county board but shall not be a member of the county board and shall not vote on any questions before the county board except to break a tie.

(Ord. No. 92-CO-79, § 7(2-169), 11-24-92; Ord. No. 2019-CO-040, 4-11-19)

Sec. 2-48. - Action on ordinances and resolutions.

Any ordinance, resolution or motion approved by the county board shall be presented to the chairman before it becomes effective. If the chairman approves such ordinance, resolution or motion, he shall sign it and it shall become law on the date prescribed. If the chairman does not approve the ordinance, resolution or motion, he shall return it to the board within ten business days with his objections and the board shall proceed to reconsider the matter at its next meeting to be held within 30 business days of the board's receipt of the chairman's objections. If after such reconsideration, a majority of the members of the board pass such ordinance, resolution or motion, it shall become effective on the date prescribed but not earlier than the date of passage following the reconsideration. If any ordinance, resolution or motion is not returned by the chairman to the board within ten business days after it had been presented to him, it shall become effective at the end of the tenth day.

(Ord. No. 92-CO-79, § 7(2-170), 11-24-92; Ord. No. 2018-CO-075, 6-28-18; Ord. No. 2019-CO-040, 4-11-19)

Sec. 2-49. - Duties.

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

(a) *Administrative responsibilities.*

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

(3)

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

- (4) Serve as the primary liaison between county elected officials and county board.
 - (5) Monitor the development of annual host fee allocations to be approved by the county board.
 - (6) Develop and promote the county's legislative agenda with the approval of the county board.
 - (7) Assist in developing and monitoring the county's strategic plan with the advice and consent of the county board.
 - (8) Lead communication of county initiatives and accomplishments as approved by the county board.
 - (9) Attend staff meetings convened for the purpose to discuss issues that may require legislative action by the county board and report a summary of the discussion to the appropriate committee chair.
 - (10) Assist the committee chairs in establishing committee agendas.
 - (11) Establish the agenda for county board meetings, except each agenda shall include a report from all standing committees and the items within the committee reports shall be established by the committee chairs.
- (b) *Reporting and communications.*
- (1) Report monthly to the county board on the affairs of the county.
 - (2) When advisable, in order to promote county services and operations which are in the public interest, recommend to the county board the adoption of ordinances and resolutions.
 - (3) Any county employee, who performs duties that fall under the purview of the county board chairman and as outlined in section (a) above, shall report directly to the county board chairman, unless otherwise directed. This shall include but not be limited to the county's communications director and the director of chairman's office of criminal justice initiatives.

(Ord. No. 92-CO-79, § 7(2-171), 11-24-92; Ord. No. 2003-CO-42, 5-22-03; Ord. No. 2006-CO-7, 1-12-06; Ord. No. 2007-CO-94, § 1, 12-20-07; Ord. No. 2018-CO-075, 7-26-18; Ord. No. 2019-CO-040, 4-11-19; Ord. No. 2022-CO-059, 8-11-22; Ord. No. 2023-CO-074, 9-28-23)

Sec. 2-50. - Limit of authority.

No provision of this division is intended to vest in or grant to the county board chairman any duty or any authority which is vested by general law or by ordinance in any other county officer, official or employee. No provision of this division shall be construed to delegate to the county board chairman authority to be performed by the county board; nor shall the county board chairman have the power to bind, obligate or commit the county in any manner except as provided herein or by the express grant of authority by the county board.

(Ord. No. 92-CO-79, § 7(2-173), 11-24-92; Ord. No. 2019-CO-040, 4-11-19)

Sec. 2-51. - Salary.

The chairman of the county board shall be paid compensation per annum of such amount as established by the county board from time to time.

(Code 1964, § 2-66; Ord. No. 2019-CO-040, 4-11-19)

Sec. 2-52. - Presentation of budget amendments to the finance committee.

- (a) Budget amendments should be obtained before the procurement/employment processed is commenced.
- (b) The process for presenting such a budget amendment shall be as follows:
 - (1) No later than ten business days prior to the meeting of the finance committee at which the budget amendment shall be considered, the department head/elected official shall submit the proposed budget amendment to the chief financial and budget officer (CFO). The CFO shall review the requested budget amendment and determine the financial impact of the budget amendment for accuracy to identify the source of funding for presentation to the finance committee.
 - (2) The CFO will then meet with the requesting department head/elected official to discuss potential revisions to the budget amendment (if applicable) and associated information prior to meeting with the finance committee.
- (c) Line item transfers between object class level, which is the budgetary level of control over expenditures, may be approved by the county administrator and chief financial officer, provided the total amount appropriated by the county board for the respective department (org code).

(Ord. No. 2017-CO-036, 3-9-17; Ord. No. 2018-CO-060, 6-28-18; Ord. No. 2019-CO-040, 4-11-19)

Secs. 2-53—2-60. - Reserved.

DIVISION 3. - RULES OF ORDER

Sec. 2-61. - Order of agenda.

The regular order in which business shall be considered by the county board at all regularly scheduled meetings of the board is as follows:

- (1) Call to order.
- (2) Invocation and pledge of allegiance.
- (3) Agenda announcements.
- (4) Roll call.
- (5) Awards, presentations, public hearings, and public participation.
- (6) Approval of minutes.

- (7) Consent agenda. (To include raffle report, auditor's report—approval of bills, administrator report—leaves of absences, and other administrative reports).
- (8) Appointments
- (9) Reports of standing committees.
- (10) Unfinished business.
- (11) New business.
- (12) Announcements and communications.
- (13) Adjournment—Next meeting.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-62. - Power of chair.

The chairman shall preserve order and decorum and shall determine all questions of order. Rulings of the chair on all matters of order and decorum shall be conclusive unless appealed to the board by one member and seconded by another member. If the ruling of the chair is appealed and seconded, the chair shall submit the ruling to a vote of the board putting the question in the affirmative. A majority vote sustains the ruling of the chair. The chairman shall have the authority to issue an amended agenda when he is contacted by a committee chairman or otherwise determines that an item on the agenda is to be laid over.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-63. - Recognition by chair.

Each member, prior to speaking, shall be recognized by the chair. When two or more members request recognition, the chair shall designate the member to speak first, pursuant to the following:

- (1) Upon being recognized by the chair, the member recognized shall acknowledge the recognition by the chair before beginning his or her comments.
- (2) If the member who made the motion claims the floor and has not already spoken on the question, he/she is entitled to be recognized in preference to other members.
- (3) If the member who has seconded the motion claims the floor and has not already spoken on the question, he/she shall be recognized in preference to all other members except the movant.
- (4) No one is entitled to the floor a second time in debate on the same motion on the same day if any other member who has not spoken on the motion seeks the floor.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-64. - Actions on resolutions and ordinances.

- (a) All resolutions and ordinances submitted by a member under new business, except actions or communications of courtesy, shall be referred without debate to the appropriate committee for consideration and recommendation. When the board is required by law or ordinance to conduct a hearing or to make specific findings of fact, the appropriate board committee shall, when permitted by law and ordered by the chairman, perform such function and thereafter promptly make a written report of its findings and recommendations to the board for its consideration and action.
- (b) All resolutions and ordinances shall be prepared on 8.5 × 11 paper.
- (c) After presentation to the board, each ordinance and grant application, except ordinances authorizing the issuance of bonds and other debt financing, shall lay over until the next regular meeting of the board for debate and action. This rule may be waived in the manner provided in section 2-68, except for those matters which are required to be laid over pursuant to state or federal law or local ordinances.
- (d) Prior to presentation of the annual budget to the board for layover, the draft budget shall be made available to the public on the county website and in the county clerk's office and a public hearing shall be held at a committee of the whole meeting to allow for comments by the public regarding the budget. Comments may be submitted in writing prior to the hearing or orally at the hearing, subject to the limitations set forth in section 2-85(e), except that the number of speakers will not be limited. The annual county budget shall lay over after the first reading for at least 15 days.
- (e) Any item to be voted on shall be sponsored by the county board chairman or a sitting county board member.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-65. - Limitation of debate.

- (a) No member shall speak a total of more than twice on the same question, unless permitted to do so by the chair.
- (b) No member shall speak longer than three minutes upon recognition, unless permitted to do so by the chair. Any member called to order shall immediately cease speaking.
- (c) Non-members may address the board if written request is submitted to the county board office by 5:00 p.m. on the Tuesday prior to the upcoming county board meeting for which recognition is sought. The written request must identify the name of the speaker, specify the subject matter the speaker will address, and indicate the speaker's interest in the subject. This information shall be included on the county board agenda. Comments shall be limited to three minutes. Speakers may not address zoning matters which are pending before the ZBA, zoning committee or the county board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a

maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. Personal attacks or inappropriate language of any sort will not be tolerated.

- (d) A maximum of 21 minutes shall be allowed for non-members to speak at each meeting. If a particular item is deemed by the chair to be controversial, the chair shall strive to allow all sides an equal amount of time within which to speak at each meeting, subject to the 21 minute time limit. The chair shall determine the sequential order in which non-members will be allowed to address the board.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-066, 9-29-22; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-66. - Motions.

- (a) No motion shall be debated or voted upon unless it shall have been previously seconded. When seconded and prior to debate, the motion shall be clearly stated by the chair and shall be reduced to writing if requested by the chair or a board member.
- (b) After a motion has been stated by the chair, it shall be deemed to be in possession by the board.
- (c) A motion to "reconsider" a question may be made only at the meeting at which the vote was taken by a member who voted on the prevailing side. Reconsideration requires an affirmative vote of a majority of the members present, regardless of the vote necessary to adopt the question reconsidered. If adopted, reconsideration places the original question before the board in the exact position it occupied before being voted upon. No question may be twice reconsidered.
- (d) A motion to recess or adjourn is not debatable and requires the approval of a majority of the members present for adoption.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-67. - Roll call votes.

- (a) All votes shall be recorded. This rule may not be suspended. A roll call vote of the members shall be taken on all proposed ordinances and the appropriation or allocation of funds, whether by ordinance or resolution. However, the chairman may inquire whether any member opposes the question. If no more than two members indicate their opposition, the chairman may order the clerk to note for the record the names of the members in opposition and to enter the approval of all the other board members present on the record.
- (b) Any member on any question may call for a roll call vote.
- (c) Roll call votes shall be called in progressive alphabetical order. Each roll call vote shall commence with the second name called on the previous roll call vote.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-68. - Suspension of rules of order or procedure.

- (a) Any rule of order or procedure, unless otherwise specified by the rules or required by statute, may be temporarily suspended at any meeting of the board by an affirmative vote of three-fifths of the members present.
- (b) Zoning matters coming before the board from the zoning committee for vote must lay over to the next board meeting after they are introduced before being voted on, and this rule may not be suspended to provide for a vote of the board at the same meeting in which the zoning matter is introduced by the zoning committee unless by unanimous vote of all board members present to so suspend this rule.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-69. - Quorum; majority vote.

A majority of the members shall constitute a quorum for the transaction of business; and all questions which shall arise at a meeting shall be determined by the votes of the majority of the members present and voting, except as otherwise provided by law or ordinance.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-70. - Abstention.

- (a) Each member present shall vote on each question put to a vote, unless excused from such vote as provided herein.
- (b) The chairman shall not vote except to break a tie.
- (c) Members shall be excused from a vote due to a conflict of interest as defined in 50 ILCS 105/3 et seq. A conflict of interest to require abstention must involve a direct personal or financial interest in the issue being voted upon. A member shall state their desire to abstain prior to the final vote being taken.
- (d) The chairman, after consultation with the board's legal counsel, shall have the power to excuse a member from voting for a conflict of interest even though not prohibited by 50 ILCS 105/3 et seq.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-71. - Robert's Rules of Order to govern.

Parliamentary rules contained in the current edition of "Robert's Rules of Order," newly revised, shall govern the county board and its committees in all cases applicable, except where such rules are inconsistent with these rules of order or procedure, Illinois law, or other specific county ordinance.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-72. - Awards, proclamations and presentations.

- (a) *Awards or proclamations.* All proclamations or awards shall be presented by the chairman, or his or her designee. At the chairman's discretion, the presentation shall take place at the county board office or at the recipient's location. The presentation will be documented and recorded by the county's communication director, the chairman's assistant, or designee. This subsection shall not apply to proclamations or awards that are related to first responders, military and law enforcement, for actions, services, or in memorialization of individuals, or certain events, or for recognition of county youth or school groups for scholastic and/or sports related outstanding achievements.
- (b) *Presentations.* All presentations to county board members during a county board meeting shall be permitted at the discretion of the chairman and be limited to units of government, which includes all county departments and limited to one presentation at each meeting. All other presentations shall be permitted at the discretion of the party caucus chairs at a time and place determined by the party caucus chairs.

(Ord. No. 2022-CO-066, 9-29-22; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Secs. 2-73—2-80. - Reserved.

DIVISION 4. - RULES OF PROCEDURE

Sec. 2-81. - Presiding officer.

The county board chairman shall act as the presiding officer at county board meetings. If the chairman is unable to attend a regular or special meeting of the county board, the majority caucus leader shall act as the presiding officer in his or her absence. If the majority caucus leader is unable to attend the meeting, the minority caucus leader shall act as the presiding officer. If both caucus leaders are unable to attend the meeting, the county clerk shall convene the meeting, and the county board shall choose a member by majority vote to preside as chairman pro tem.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-067, 9-29-22; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-82. - Amendment of rules of order and procedure.

At the first meeting of the board held in the month of December in the even-numbered years, the board may adopt, amend, or rescind the rules of order and procedure or the organizational structure of the county board. The rules of order and rules of procedure or the organizational structure of the county board may be amended at any regular meeting of the county board by the affirmative vote of three-fifths of the members present.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-83. - Selection of committee chairmen and members.

(a) The following shall be the standing committees of the county board:

- (1) Finance committee.
- (2) Public safety and judiciary committee.
- (3) Public works committee.
- (4) Zoning committee.
- (5) Economic development committee.
- (6) Operations and administrative committee.
- (7) Legislative and lobbying committee.

(b) The caucus chairmen of the majority and minority parties of the newly elected county board shall recommend to the county board for its advice and consent, the appointment of the chairman, and members of all standing committees at the first meeting of the board held in the month of December, of each even numbered year.

(c) Where possible, each committee shall reflect a cross section of the board.

(d) Vice-chairmen of all standing committees shall be established by the committee chairman. Each vice-chairman shall represent an alternative party to the committee chairman.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-84. - Committees called by the chair.

(a) The chairman of the county board shall appoint such committees called by the chair as may be necessary.

(b) Committees called by the chair shall report to the county board as necessary.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-85. - Responsibilities of committee chairmen and vice-chairmen.

- (a) The committee chairman shall submit an agenda at the time of public notice; items on the agenda may be acted upon at the discretion of the committee. The agenda for legislative and lobbying committee shall be established by the committee chairman and the county board chairman.
- (b) Meetings shall be called by the chairman and shall be scheduled during non-county board meeting weeks, except for the zoning committee and if a meeting is required to address an emergency. The county board office shall, by no later than 9:00 a.m. on the Friday preceding a committee meeting, submit items for the committee agenda. The committee chairman shall amend the proposed agenda as necessary and return a final approved version to the county board office by no later than noon of that day.
- (c) The text of any resolution, ordinance or budget amendment, along with a redlined copy of any changes to existing legislation, agreements or documents, if applicable, along with a summary explaining the purpose for the resolution or ordinance, must be posted on the county website and distributed to the members of the committee by 5:00 p.m. on the Friday of the week prior to the committee meeting.
- (d) The chairman may, on his own motion, lay over any matter before the committee to the next meeting of the committee.
- (e) Members of the public who wish to address a committee shall sign up on a sheet provided at the committee meeting. The speaker shall provide his or her name and the subject to be discussed before the committee. A maximum of five speakers shall be permitted to address the committee on a first come basis. Comments shall be limited to three minutes. Speakers may not address zoning matters which are pending before the ZBA, zoning committee or the county board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. Personal attacks or inappropriate language of any sort will not be tolerated.
- (f) Matters before a committee shall be presented by the sponsoring board member. The sponsoring board member or committee chairman may request input from non-board members in response to questions posed on the proposed matter by board members. Board members who are not committee members may be permitted to ask questions regarding a matter before the committee after all committee members have had an opportunity to speak and with the consent of the committee members.
- (g) Each committee shall make a report to the county board of any matters voted on by the committee. The committee report shall be presented to the county board by the chairman or vice-chairman of the committee, or by any other member of the committee designated by the chairman. If a committee report recommends that the county board adopt or pass an ordinance, resolution or other matter, that ordinance, resolution or other matter may be taken up and acted upon after its presentation, subject to deferral by appropriate action. All zoning petitions from the zoning committee shall be taken up and acted upon, even if the committee did not recommend adoption or approval. For all

other matters, if a committee report recommends that the county board not adopt or pass an ordinance, resolution or other matter, then at the time such report is presented, or at the next meeting if the county board has deferred action on such report, such ordinance, resolution or other matter shall be automatically tabled and may not be further considered, unless a member of the county board moves to disapprove the committee report and such motion is adopted by the affirmative vote of a majority of the county board members present. If the motion to disapprove receives a majority vote, the ordinance, resolution or other matter shall be before the county board.

- (h) The committee chairman shall appoint such sub-committees and sub-committee chairman as may be necessary to carry out the work assigned to or undertaken by the committee.
- (i) The committee vice-chairman shall assume all responsibilities of the committee chairman in the event of the absence or inability to act of the committee chairman.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-86. - Record keeping and communications.

- (a) Ordinances and resolutions adopted by the county board shall be numbered consecutively by the clerk of the board in the order of their passage. Each document number shall be made up of a prefix containing the last two digits of the year of its adoption (e.g., 12 to represent 2012) followed by a two-letter code designating the type of action (e.g. CR to represent County Resolution, and CO to represent County Ordinance) followed by the consecutive numbers assigned by the clerk (e.g., 01, 02, 03, etc.).
- (b) The clerk of the board shall deliver to the county auditor, county clerk, county treasurer, and county board chairman's office certified copies of all documents adopted by the board which affect the appropriation, levy, or expenditure of any county funds. When directed by the county board or its chairman, the clerk of the board shall also distribute to the designated persons or entities certified copies of any other document reflecting actions of the board.
- (c) All letters, petitions, and correspondence addressed or directed to the county board or its chairman or which relate to the business of the county board received by the county clerk as clerk of the board, shall be immediately delivered by said clerk to the office of the chairman. The chairman at the next regular board meeting shall report the receipt of such materials to members under "announcements and communications" and may read such material to the board. Correspondence should be available in the county board office for at least 30 days. Urgent matters shall be delivered by the chairman forth-with to the appropriate committee, and the chairman shall advise the board members of such referral at the next regular board meeting.
- (d) The chairman of the board shall prepare and mail to the members and principal members of the news media, an agenda for each county board meeting. The agenda shall be placed in the mail by 3:00 p.m. the Friday prior to the next board meeting. The chairman prior to the call of the roll shall announce all changes in the agenda.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-87. - Appointments to fill vacancies of elected positions.

In case of death, resignation, or legal inability to hold elective office, the county board chairman, with advice and consent of the county board, shall select a person qualified under state statute to serve as the interim as provided by law.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-88. - Appointments to commissions, boards, authorities, or special districts.

- (a) The board 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.
- (b) The board chairman shall submit to the members a listing of the recommended appointees on the agenda of a regular board meeting for the advice and consent of the board. All appointments shall lay over until the second board meeting after they are first introduced.
- (c) The chairman shall present a list of all county board appointees serving on commissions, boards, authorities, or special districts to board members within 30 days after the beginning of each board term. This list shall indicate the month and year of appointment, term of office, and compensation.
- (d) Appointments to fill vacancies on commissions, boards, authorities, or special districts shall be filled in the same manner as provided above and shall be for the balance of the unexpired term.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2017-CO-035, 3-9-17; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22; Ord. No. 2024-CO-040, 6-27-24)

Sec. 2-89. - Appointment of department heads.

Appointments or re-appointments of department heads shall be made according to the County Code of Ordinances or as required by state statute. Any position not specifically mentioned in the county code of ordinances or in state statute shall be appointed or re-appointed upon recommendation of the county administrator with the advice and consent of the county board.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2019-CO-075, 8-22-19; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-90. - Closed sessions.

Closed sessions may be held in accordance with "The Open Meetings Act," 5 ILCS 120/1 et seq.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-91. - Attendance by other means (video or audio conference).

- (a) In accordance with the Illinois Open Meetings Act (5 ILCS 120/1 et. seq.), a county board member may attend regular or special meetings for all public bodies of the county board by other means (video or audio conference) if the member is prevented from physically attending because of:
 - (1) Personal illness or disability;
 - (2) Employment purposes or the business of the public body; or
 - (3) A family or other emergency.
- (b) A member wishing to attend a regular or special meeting by other means must notify the clerk of the county board and county board office at least seven days before the meeting, unless advance notice is impractical.
- (c) After a roll call vote establishing that a quorum is physically present, any member physically present may make a motion to permit another member to participate by other means. Such motion shall include the reason for the absence.
- (d) All members physically present are permitted to vote on whether such participation will be allowed and the motion must be approved by a vote of a majority of those members physically present.
- (e) A member attending by other means shall be considered present at the meeting and entitled to discuss and vote on any matter before the public body, as if the member were physically present at the meeting. The meeting minutes shall reflect if a member is attending by other means.
- (f) A member shall maintain proper decorum as if the member were physically present at the meeting and comply with all county board rules and procedures previously adopted and adhered to.
- (g) The member attending by other means and all members physically present must be able to communicate effectively, and members of the public must be able to hear all discussion, testimony and votes.
- (h) The chairman may terminate attendance by other means in the event conditions of (f) and (g) are not met.
- (i) No more than two members may attend a meeting by other means without being physically present at the meeting location. Attendance by other means shall be limited to four times in a calendar year. However, committee chairpersons shall have discretion to permit attendance by other means in excess of four meetings.
- (j) Attendance by other means by any member is prohibited for closed sessions.

(Ord. No. 2022-CO-102, 12-22-22)

Sec. 2-92. - Seating positions for county board meetings.

The caucus leader of the majority party shall establish the seating positions of board members for county board meetings.

(Ord. No. 2022-CO-102, 12-22-22)

Secs. 2-93—2-110. - Reserved.

ARTICLE III. - OFFICERS AND EMPLOYEES

DIVISION 1. - GENERALLY

Sec. 2-111. - Administrator of River Bluff Nursing Home; appointment; qualifications, appointment of employees.

- (a) *Appointment.* The administrator of the River Bluff Nursing Home shall be appointed by the county board chairman with the advice and consent of the county board and shall serve at the pleasure of the county board chairman.
- (b) *Qualifications.* The administrator of the River Bluff Nursing Home must possess the requisite qualifications necessary to become licensed under the Nursing Home Administrators Licensing And Disciplinary Act (225 ILCS 70/1 et seq.) and have at least three years of progressively responsible experience in the administration of a longterm nursing care facility with at least one year of supervisory experience, including the preparation of a budget.
- (c) *Appointment of employees.* The administrator may appoint such number of employees as shall be necessary and authorized by the county board.

(Ord. No. 92-CO-79, § 5(2-19.1), 11-24-92)

Sec. 2-112. - Project director; duties and responsibilities; dismissal.

- (a) *Creation.* The position of project director has been created and is a temporary full time position lasting for the duration of the construction of the Winnebago County Justice Center.
- (b) *Duties and responsibilities:* Oversee the Winnebago County Justice Center Project, including, but not limited to, land acquisition and relocation, building construction, and the physical transition.
- (c) *Dismissal.* Prior to the conclusion of the construction of the Winnebago County Justice Center, the project director may be dismissed by a two-thirds vote of the county board for misfeasance, malfeasance, or nonfeasance in the performance of the duties of the office. The reasons for the dismissal shall be specified in writing. The project director may, within 21 days after receipt of the statement of reasons for dismissal, request a hearing before the county board. The county board shall conduct a hearing within 30 days of a timely request, and may reverse the dismissal by a vote of a majority of the members present.

(Ord. No. 2003-CO-41, 5-22-03)

Secs. 2-113—2-120. - Reserved.

DIVISION 2. - ADMINISTRATOR

Sec. 2-121. - Establishment.

The office of county administrator is hereby established.

(Ord. No. 92-CO-79, § 8(2-184), 11-24-92; Ord. No. 2017-CO-067, 6-22-17)

Sec. 2-122. - Qualifications.

The county administrator shall have a bachelor's degree in accounting, finance, public administration, business administration or a similar degree and/or comparable experience and a minimum of five years of supervisory and administrative experience, including employment relations. A county administrator who meets the above criteria may be exempt from the residency requirement set forth in section 62-5 of the County Code of Ordinances.

(Ord. No. 92-CO-79, § 8(2-185), 11-24-92; Ord. No. 2017-CO-067, 6-22-17; Ord. No. 2017-CO-110, 11-21-17)

Sec. 2-123. - Appointment/dismissal.

The county administrator shall be appointed, disciplined or dismissed by the county board upon recommendation of the personnel and policies committee.

(Ord. No. 92-CO-79, § 8(2-186), 11-24-92; Ord. No. 2017-CO-067, 6-22-17; Ord. No. 2019-CO-072, 8-8-19)

Sec. 2-124. - Duties.

The county administrator shall serve as a member of the county's leadership team and advise on a wide range of issues, including but not limited to strategy, policy, planning and provide communications.

- (a) The county administrator shall be subject to the direction and control of the county board and shall supervise the administration of the following:
- (1) Purchasing;
 - (2) Buildings and maintenance;
 - (3) Functions of the supervisor of assessments;
 - (4) Animal services;
 - (5) Information technology;
 - (6) Community development;
 - (7) River Bluff Nursing Home;
 - (8) County board office;
 - (9) Veterans Memorial Hall;

- (10) Risk management program;
- (11) Chief financial officer. Budget and finance, under the direct supervision of the administrator;
and
- (12) Human resources.
- (b) The county administrator shall have the authority to appoint an appropriate designee to assist in the supervision of the above departments.
- (c) The county administrator, or his or her designee, shall evaluate the performance of the directors and/or coordinators of the departments listed in subsection (a)(9) above.
- (d) The county administrator shall be responsible for managing operational budgets to achieve organizational strategic goals for the departments listed in subsection (a) above.
- (e) The county administrator shall:
 - (1) Maintain regular communication with all elected county officials as designated by the county board chairman.
 - (2) Notify the county board chairman of staff meetings convened for the purpose to discuss issues that may require legislative action by the county board.
 - (3) Assist the county board chairman and committee chairs in preparation of committee agendas, ordinances, resolutions and other business.
 - (4) Establish standard operational procedures or administrative policies.
 - (5) Serve as liaison to county board committees as assigned by the county board chairman.
- (f) Negotiate and enforce any collective bargaining agreements between the county and any employees governed by the state public employees labor relations act.
- (g) Assist the county board chairman in negotiating leases, contracts, and other agreements for goods or services, subject to the approval of the board;
- (h) Assist the county board to develop, install and maintain a centralized system for purchasing goods and services on behalf of county departments and functions; and
- (i) Perform other duties assigned by the county board.

(Ord. No. 92-CO-79, § 8(2-187), 11-24-92; Ord. No. 2007-CO-94, § II, 12-20-07; Ord. No. 2017-CO-067, 6-22-17; Ord. No. 2017-CO-110, 11-21-17; Ord. No. 2018-CO-075, 7-26-18; Ord. No. 2019-CO-005, 1-24-19; Ord. No. 2022-CO-059, 8-11-22; Ord. No. 2024-CO-050, 8-22-24)

Secs. 2-125—2-135. - Reserved.

DIVISION 3. - SUPERVISOR OF ASSESSMENTS

Footnotes:

--- (2) ---

Cross reference— *Taxation generally, ch. 78.*

Sec. 2-136. - Office established.

The county does hereby establish the office of supervisor of assessments for the county.

(Code 1964, § 2-38)

State Law reference— Appointment, 35 ILCS 205/2.

Secs. 2-137—2-144. - Reserved.

DIVISION 4. - CHIEF FINANCIAL OFFICER

Footnotes:

--- (3) ---

Editor's note— Ord. No. 2017-CO-068, adopted June 22, 2017, set out provisions intended for use as 4-121—4-124. In order to maintain the established numbering system, and at the editor's discretion, said provisions have been redesignated as §§ 2-145—2-148.

Sec. 2-145. - Establishment.

The office of chief financial officer is hereby established.

(Ord. No. 2017-CO-068, 6-22-17)

Sec. 2-146. - Qualifications.

The chief financial officer shall have, at a minimum, a bachelor's degree in accounting, finance, public administration or business administration and/or comparable experience and a minimum of ten years of increasingly responsible experience in executive-level financial administration, ideally with a portion of that experience in the public sector. A CPA and/or master's degree in public policy, public administration, finance or business administration is preferable. A chief financial officer who meets the above criteria may be from the residency requirement set forth in section 62-5 of the County Code of Ordinances.

(Ord. No. 2017-CO-068, 6-22-17; Ord. No. 2017-CO-110, 11-21-17; Ord. No. 2018-CO-075, 7-26-18)

Sec. 2-147. - Appointment/dismissal.

The chief financial officer shall be appointed by the county administrator, with the advice and consent of the county board and shall serve at the pleasure of the county administrator. The chief financial officer shall report to and be under the supervision of the county administrator.

(Ord. No. 2017-CO-068, 6-22-17; Ord. No. 2018-CO-075, 7-26-18; Ord. No. 2020-CO-084, 11-24-20)

Sec. 2-148. - Duties.

- (a) The chief financial officer shall be subject to the direction and control of the county administrator and supervise the administration of the following:
- (1) Finance department, including but not limited to functions of accounting, accounts payable and payroll.
 - (2) Internal services department fund, internal technology fund, and county health insurance fund.
 - a. The chief financial officer shall supervise and evaluate the performance of the directors and/or coordinators of the departments listed in subsection (a) above.
 - b. The chief financial officer shall serve as the staff liaison to the county's finance committee and maintain regular communications with all elected county officials as designated by the county administrator.
 - c. The chief financial officer shall:
 - (1) Assist the county administrator in preparing the annual budget for submission to the county board, including developing a county-wide budget planning process.
 - (2) Assist the county administrator in the review and preparation of long range financial planning including capital improvement programs, budgets and projected financial trends.
 - (3) Prepare or cause to be prepared, any and all documents necessary for the county to enter into the lending market and administrate ongoing debt management.
 - (4) Establish effective internal controls throughout the county.
 - (5) Monitor the financial activities of the tort fund, including the related tax levy.
 - (6) Serve as the internal point-person for the annual external audit.
 - (7) Oversee tax filings to be submitted on behalf of the county.
 - (8) Assist the county administrator in developing a long-term capital plan for submission to the county board.
 - (9) Assist the county administrator in the preparation of county board agendas, ordinances, resolutions, and other business.
 - (10) Establish standard operating procedures, work rules, and administrative policies for the finance department.
 - (11) Grant administration, including, but not limited to, serving as the Grant Accountability and Transparency Act (GATA) officer and the System for Award Management (SAMS) administrator.
 - (12) Other duties as assigned by the county administrator.

(Ord. No. 2017-CO-068, 6-22-17; Ord. No. 2018-CO-075, 7-26-18; Ord. No. 2020-CO-084, 11-24-20)

DIVISION 5. - OPERATIONS OFFICER

Sec. 2-149. - Establishment.

The office of operations officer is hereby established.

(Ord. No. 2018-CO-061, 6-28-18; Ord. No. 2018-CO-075, 7-26-18)

Sec. 2-150. - Qualifications.

The operations officer shall have, at a minimum, a bachelor's degree from an accredited college or university in public administration, public policy, business administration, political science or related field and five years of progressive experience in a leadership role, with public sector experience preferred. An operations officer who meets the above criteria may be exempted from the residency requirement set forth in section 62-5 of the County Code of Ordinances.

(Ord. No. 2018-CO-061, 6-28-18; Ord. No. 2018-CO-075, 7-26-18)

Sec. 2-151. - Appointment/dismissal.

The operations officer shall be recommended, and appointed or dismissed, by the county administrator with the approval of the county board chairman.

(Ord. No. 2018-CO-061, 6-28-18; Ord. No. 2018-CO-075, 7-26-18)

Sec. 2-152. - Duties.

Under the supervision of the county administrator, the operations officer will perform the following duties:

- (a) Provide assistance to the county administrator with a variety of administrative, fiscal, policy, and operational matters; oversees special projects; performs research; prepares reports and presents to the county board as needed; compiles and analyzes administrative and fiscal data; monitors programs and daily department operations as assigned by the county administrator.
- (b) Responsible for facilities management and planning for the entire county and oversees the building maintenance department;
- (c) Advises the county administrator on a variety of county issues as assigned; makes recommendations regarding policy changes; researches issues, complaints, and problems; provides recommendations regarding solutions and courses of action; implements determined course of action.
- (d) Provides county administrator and department heads with technical information, status reports, and policy recommendations related to programs and operations.
- (e) Oversees county departments as assigned by the county administrator.
- (f)

Provides planning, coordination, implementation and administration of assigned programs and special projects; analyzes, researches, and monitors performance; implements improvements and prepares reports of findings.

- (g) Assists the county administrator with developing policy and strategy related to the county's risk management program and self-funded insurance programs; assists in the development and implementation of policies and guidelines to protect the county and its property from loss, damage, liability, and other risks; investigates claims and directly participates in the resolution of claims against the county.
- (h) Communicates and interfaces with a variety of groups and individuals including the department heads, county employees, service providers, state agencies, regulatory agencies, media and the general public to coordinate work activities, resolve problems, and exchange information; represents county administration at department, committee, external agency or service partner meetings as assigned.
- (i) Support efforts to continually improve business practices and processes to efficiently utilize county-wide resources; articulate changes in organizational and business priorities to staff in ways which encourages action and support.
- (j) Assists the county administrator with the development, implementation and monitoring of county strategic goals, objectives, and priorities.
- (k) Serves as the Meaningful Access Coordinator for the County, designated to promote equal access and full participation under Title VI Civil Rights and Title II Americans with Disabilities Act (ADA) for the county.
- (l) Assists the county administrator in the development, management and implementation of the capital improvement plan.
- (m) May perform functions of the county administrator in absence of same.
- (n) Other duties as assigned by the county administrator.

(Ord. No. 2018-CO-061, 6-28-18; Ord. No. 2018-CO-075, 7-26-18)

DIVISION 6. - CHIEF STRATEGIC INITIATIVES OFFICER

Sec. 2-153. - Establishment.

The office of chief strategic initiatives officer is hereby established.

(Ord. No. 2018-CO-062, 6-28-18; Ord. No. 2018-CO-075, 7-26-18)

Sec. 2-154. - Qualifications.

The chief strategic initiatives officer shall have, at a minimum, a bachelor's degree from an accredited college or university in public administration, business administration, or related field and ten years of progressive experience in a leadership role, with public sector experience preferred. A chief strategic initiatives officer who

meets the above criteria may be exempted from the residency requirement set forth in section 62-5 of the County Code of Ordinances.

(Ord. No. 2018-CO-062, 6-28-18; Ord. No. 2018-CO-075, 7-26-18)

Sec. 2-155. - Appointment/dismissal and duties.

The chief strategic initiatives officer shall be recommended, and appointed or dismissed, by the county administrator with the approval of the county board chairman.

Under the supervision of the county administrator, the chief strategic initiatives officer will perform the following duties:

- (a) Coordinates the board office strategic planning and reporting process.
 - (1) Supports the connectivity between strategic and operational planning.
 - (2) Facilitates monitoring reports to publicly demonstrate operational progress toward achieving the strategic priorities.
 - (3) Prepares, with input from department heads, quarterly transparency reports that are aligned to the strategic and operational plans.
- (b) Implements internal and external communication strategies to engage with stakeholders to ensure public access to information, as well as to enhance knowledge of and support for the county.
 - (1) Develops and promotes the county's brand as in appearance and perception.
 - (2) Serves as the Administration's Freedom of Information Act Officer (FOIA), responsible for coordinating the Administration's central FOIA record, ensuring timely responses, and providing support for escalated requests as necessary.
 - (3) Serves as the administration's public information officer as part of the regional Winnebago County Public Information Officer's all-hazards emergency response partners committee; responsible for providing a coordinated and standardized communications response in case of large-scale disaster.
- (c) Maintains a comprehensive policy management process to ensure policy maintenance, stakeholder access, and consistency.
- (d) Collaboratively develops, assesses, and leads strategic initiatives at all levels of the organization to ensure alignment with organizational standards and objectives.
 - (1) Includes special project management as directed by the county administrator; may be short- or long-term in nature, requiring ongoing collaboration with applicable department head.
 - (2) Promotes decision-making to support cultural development, employee engagement, and long-term organizational sustainability.
- (e) Coordinates the county's engagement in legislative affairs directly affecting the county.
 - (1)

Monitors and swiftly responds to legislative activity to support or oppose legislation relative to the county's legislative agenda.

(2) Works collaboratively with staff and elected officials to articulate the impact of legislative mandates and/or administrative rules on the county.

(f) Other duties as assigned or required by the county administrator.

(Ord. No. 2018-CO-062, 6-28-18; Ord. No. 2018-CO-075, 7-26-18)

Secs. 2-155.1—2-155.5. - Reserved.

DIVISION 7. - CHIEF HUMAN RESOURCES OFFICER

Sec. 2-155.6. - Establishment.

The office of chief human resources officer is hereby established.

(Ord. No. 2019-CO-073, 8-8-19)

Sec. 2-155.7. - Qualifications.

The chief human resources officer shall have, at a minimum, a bachelor's degree with ten to 12 years of progressive HR management experience, including leading an HR division or department within the public sector (preferably a county) or a combination of higher level private sector HR leadership and higher education or manager experience within a public sector environment. Preferred Master's degree in Human Resources Management or a similar master's degree program and HR certification through SHRM or IPMA-HR. A chief human resources officer who meets the above criteria may be exempt from the residency requirement set forth in section 62-5 of the County Code of Ordinances.

(Ord. No. 2019-CO-073, 8-8-19)

Sec. 2-155.8. - Appointment/dismissal.

The chief human resources officer shall be recommended by the county administrator, and appointed or dismissed by the county administrator with the advice and consent of the county board.

(Ord. No. 2019-CO-073, 8-8-19)

Sec. 2-155.9 - Duties.

Under the supervision of the county administrator, the chief human resources officer will perform the following duties:

(a) Serve as a strategic partner to the county administrator to optimize human capital resources.

- (b) Oversees the annual review for improvement of the county's policies, procedures and practices on personnel matters.
- (c) Maintains knowledge of industry trends and employment legislation to ensure compliance.
- (d) Maintains responsibility for the county's compliance with federal, state, and local legislation pertaining to all personnel matters.
- (e) Communicate changes in the county's personnel policies and procedures, and ensures that proper compliance is followed.
- (f) Assists the county administrator with developing policy and strategy related to the county's risk management program and self-funded insurance programs; assists in the development and implementation of policies and guidelines to protect the county and its property from loss, damage, liability, and other risks; investigates claims and directly participates in the resolution of claims against the county.
- (g) Assists the county administrator in developing employee benefit programs and oversee implementation and administration.
- (h) Assists the county administrator with developing effective employee recruitment and retention programs. Responsible for developing reporting metrics to assess the success of these programs.
- (i) Assist the county administrator in the annual review, preparation, and administration of the county's wage and salary program.
- (j) Develop and oversee job description development. Ensures job descriptions are compliant with state and federal regulations.
- (k) Recommend and evaluate staff development for the county.
- (l) Responsible for managing OSHA training and compliance throughout the county. Develop and maintain a system for the human resources department to track, audit, provide support and identify what training should be completed by county departments.
- (m) Serves as the meaningful access coordinator for the county, designated to promote equal access and full participation under Title VI Civil Rights and Title II Americans with Disabilities Act (ADA) for the county.
- (n) Oversee administration of collective bargaining agreements between the county and bargaining units of employees under the employment jurisdiction of the county board and participate in and advise the county administrator in negotiations of collective bargaining agreements.
- (o) May perform functions of the county administrator in absence of same.
- (p) Participate on committees and special projects and seeks additional responsibilities.

The CHRO will develop and implement a county wide performance management system. The system should ensure that following key areas are included: performance planning; ongoing employee feedback; employee input; employee evaluation and employee performance review.

(Ord. No. 2019-CO-073, 8-8-19)

DIVISION 8. - CHIEF INFORMATION OFFICER

*Footnotes:**--- (4) ---*

Editor's note— Ord. No. 2017-CO-100, adopted October 26, 2017, set out provisions intended for use as Division 5, §§ 2-156—2-159. Inasmuch as there were already provisions so designated, and at the discretion of the editor, the provisions have been redesignated as Division 8, §§ 2-155.10—2-155.13.

Sec. 2-155.10. - Establishment.

The office of chief information officer is hereby established.

(Ord. No. 2017-CO-100, 10-26-17)

Sec. 2-155.11. - Qualifications.

The chief information officer shall have, at a minimum, a bachelor's degree in computer science or related field and/or comparable experience and a minimum of ten years of progressive information technology management experience, ideally with a portion of that experience in the public sector. A master's degree in computer science or related field is preferable.

(Ord. No. 2017-CO-100, 10-26-17)

Sec. 2-155.12. - Appointment/dismissal.

The chief information officer shall be appointed or dismissed by the county board chairman with the advice and consent of the county board.

(Ord. No. 2017-CO-100, 10-26-17)

Sec. 2-155.13. - Duties.

- (a) The chief information officer shall serve as a member of the county board chairman's leadership team and advise on a wide-range of issues, including, but not limited to, strategy, policy, planning, and communications.
- (b) The chief information officer shall be subject to the direction and control of the county board chairman and shall supervise the administration of the information technology department.
- (c) The chief information officer shall supervise and evaluate the performance of the employees of the information technology department.
- (d) The chief information officer shall:
 - (1) Recommend overall strategy with regard to the planning, use and coordination of information processing technology and services, including the evaluation of current and proposed systems;

- (2) Negotiate, subject to county board approval, and administer contracts for hardware and software acquisition, implementation and maintenance;
- (3) Handle PC support and applications development;
- (4) Prepare periodic and routine reports on operating performance, equipment and application utilization, level of efficiency and standards of service;
- (5) Supervise technical support staff in maintaining efficient operation of the county's information systems;
- (6) Establish standard operating procedures, work rules, and administrative policies for the information technology department; and
- (7) Perform such other information technology related duties as assigned by the county board chairman.

(Ord. No. 2017-CO-100, 10-26-17)

ARTICLE IV. - DEPARTMENTS

DIVISION 1. - FINANCE DEPARTMENT

Sec. 2-156. - Established.

A finance department is hereby established under the supervision of the chief financial officer and the county board chairman.

(Ord. No. 2006-CO-4, 1-12-06; Ord. No. 2017-CO-110, 11-21-17)

Sec. 2-157. - Responsibilities.

The finance department shall be responsible for the following:

- (1) Be the general accountant of the county and keep its general accounts including payroll processing and accounts payable.
- (2) Devise and install a system of financial records in the offices and divisions of the county, to be followed in such offices and divisions.
- (3) Prepare and coordinate with other offices the necessary audit work papers for completion of the outside audits and the Comprehensive Annual Financial Report.
- (4) Assessment and implementation of necessary internal controls and accounting functions for county departments.
- (5) Other necessary accounting and financial functions as required.

(Ord. No. 2006-CO-4, 1-12-06)

Sec. 2-158. - Director.

The person in charge of the finance department shall be known as the finance director. The finance director shall be recommended, and appointed or dismissed, by the county administrator with the approval of the county board chairman.

(Ord. No. 2006-CO-4, 1-12-06; Ord. No. 2017-CO-110, 11-21-17; Ord. No. 2018-CO-075, 7-26-18)

Sec. 2-159. - Organization.

The finance director shall appoint such number of employees as shall be necessary and authorized by the county board.

(Ord. No. 2006-CO-4, 1-12-06; Ord. No. 2017-CO-110, 11-21-17)

Secs. 2-160—2-165. - Reserved.**DIVISION 2. - HUMAN RESOURCES DEPARTMENT***Footnotes:*

--- (5) ---

Cross reference— *County personnel regulations, ch. 62.*

Sec. 2-166. - Establishment.

A human resources department is hereby established.

(Ord. No. 92-CO-79, § 10(13-2(a)), 11-24-92)

Sec. 2-167. - Responsibilities.

The human resources department shall be responsible for the following:

- (1) Administering all collective bargaining agreements between the county and bargaining units of employees under the employment jurisdiction of the county board.
- (2) Administering the personnel code as it applies to employees under the employment jurisdiction of the county board.
- (3) Administering the health and dental insurance program that is available to the employees.
- (4) Ensuring compliance by the county with all state and federal regulations with respect to employee benefits including, but not limited to, ERISA (Employee Retirement Income Security Act) as amended by COBRA (Consolidated Omnibus Budget Reduction Act).
- (5)

Administering any and all federal and state laws related to fair and equitable hiring and employment practices with respect to employees under the employment jurisdiction of the county board, including, but not limited to, the Illinois Human Rights Act (775 ILCS 5/1-101 et seq.), Title VII of the Civil Rights Act of 1964, the Civil Rights Act of 1991 and the Americans With Disabilities Act.

(6) Administering the safety and liability risk management program for employees under the employment jurisdiction of the county board.

(7) Assisting the county government elected office holders and chief judge of the 17th Judicial Circuit with respect to subsections (1) through (6) of this section when requested.

(Ord. No. 92-CO-79, § 10(13-2(b)), 11-24-92; Ord. No. 2018-CO-075, 7-26-18)

Sec. 2-168. - Director.

The human resources director shall be recommended, appointed, disciplined or dismissed by the chief of human resources or the county administrator with the approval of the county board. In the absence of an administrator and chief human resources officer, the human resources director shall be recommended, appointed, disciplined or dismissed by a majority vote of the county board.

(Ord. No. 92-CO-79, § 10(13-2(a), (c)), 11-24-92; Ord. No. 2017-CO-110, 11-21-17; Ord. No. 2018-CO-075, 7-26-18; Ord. No. 2019-CO-076, 8-22-19)

Sec. 2-169. - Organization.

The director of human resources shall appoint such number of employees as shall be necessary and as authorized by the county board.

(Ord. No. 92-CO-79, § 10(13-2(d)), 11-24-92)

DIVISION 2.1. - HUMAN SERVICES DEPARTMENT

Sec. 2-170. - Establishment.

A human services department is hereby established under the supervision of the chief financial officer and the county board chairman.

(Ord. No. 2007-CO-94, § III, 12-20-07; Ord. No. 2017-CO-110, 11-21-17)

Sec. 2-171. - Responsibilities.

The human services department shall be responsible for the following:

(1) Supervise the administrator of River Bluff Nursing Home and the director of human resources.

(2)

Administer, implement, and evaluate the risk management program in accordance with section 2-246 of this Code.

(3) Serve as liaison with the court services department on implementation of alternative programs.

(Ord. No. 2007-CO-94, § III, 12-20-07)

Sec. 2-172. - Administrator.

The person in charge of the human services department shall be known as the human services administrator. The human services administrator shall be recommended by the county administrator with the approval of the county board chairman.

(Ord. No. 2007-CO-94, § III, 12-20-07; Ord. No. 2017-CO-110, 11-21-17)

Secs. 2-173—2-180. - Reserved.

DIVISION 3. - REGIONAL PLANNING AND DEVELOPMENT DEPARTMENT

Footnotes:

--- (6) ---

Cross reference— *Buildings and building regulations, ch. 18; civil emergencies and emergency services, ch. 30; environment, ch. 42; health and sanitation, ch. 50; parks and recreation, ch. 58; solid waste, ch. 70; subdivisions, ch. 74; utilities, ch. 86; zoning, ch. 90.*

Sec. 2-181. - Establishment.

There is hereby established the department of community development which shall consist of the following divisions:

- (1) Planning and development.
- (2) Building.
- (3) Zoning.

(Ord. No. 92-CO-79, § 6(2-51), 11-24-92; Ord. No. 2007-CO-94, § V, 12-20-07; Ord. No. 2018-CO-075, 7-26-18; Ord. No. 2024-CO-050, 8-22-24)

Sec. 2-182. - Director.

The person in charge of the department of community development shall be known as the director of community development. The director of community development shall be recommended, and appointed or dismissed, by the county administrator with the approval of the county board chairman.

(Ord. No. 92-CO-79, § 6(2-51), 11-24-92; Ord. No. 2007-CO-94, § V, 12-20-07; Ord. No. 2017-CO-110, 11-21-17; Ord. No. 2018-CO-075, 7-26-18; Ord. No. 2024-CO-050, 8-22-24)

Secs. 2-183—2-195. - Reserved.

DIVISION 4. - TRANSPORTATION AND PUBLIC WORKS DEPARTMENT

Footnotes:

--- (7) ---

Cross reference— *Civil emergencies and emergency services, ch. 30; fire prevention and protection, ch. 46; law enforcement, ch. 54; roads and bridges, ch. 66; subdivisions, ch. 74; traffic and vehicles, ch. 82.*

Sec. 2-196. - Establishment.

A department of transportation and public works is hereby established, and the officer in charge thereof shall be the county engineer.

(Ord. No. 92-CO-79, § 1(2-78(a)), 11-24-92; Ord. No. 96-CO-22, § 1, 4-25-96)

Sec. 2-197. - Purpose.

The purpose of the department of transportation and public works is to undertake the powers and duties of the county board as set forth in the State Highway Code (605 ILCS 5/5-101 et seq.) and to enforce all laws, ordinances, resolutions, rules and regulations governing the location, width and course of stormwater or floodwater runoff channels and basins on any map, plat or subdivision of any block, lot or subplot, or any part thereof or any piece or parcel of land within the county; the construction, alteration and maintenance of buildings, structures and camps or parks accommodating persons in house trailers, house cars, cabins or tents and parts and appurtenances thereof in a condition reasonably safe from hazards of flooding; removal of driftwood and other obstructions from natural and other watercourses in the county; the flow within the county of the waters of any river, stream or watercourse over and through any and all dams and other obstructions existing or constructed in, upon, or along any river, stream or watercourse; the prevention of pollution of any stream or any other body of water within the county; the accumulation of runoff or stormwaters or floodwaters within the county; and the prevention of flood damage by regulating the construction of buildings in the county to provide for the orderly runoff or retention of rain and melting snow, except as may be otherwise provided by law or ordinance; and to perform such other tasks as may be delegated by the county board.

(Ord. No. 92-CO-79, § 1(2-78(b)), 11-24-92; Ord. No. 2018-CO-075, 7-26-18)

Sec. 2-198. - County engineer; qualifications, responsibilities.

The county engineer shall be appointed pursuant to the provisions of section 5-201 of the State Highway Code (605 ILCS 5/5-201 et seq.). The county engineer shall undertake the duties and responsibilities set forth in the State Highway Code (605 ILCS 5/5-205—5-205.8, inclusive) as well as be responsible for the administration of the transportation and public works department.

(Ord. No. 92-CO-79, § 1(2-78(c)), 11-24-92; Ord. No. 2018-CO-075, 7-26-18)

Sec. 2-199. - Organization.

The county engineer shall appoint such employees as shall be necessary and as authorized by the county board.

(Ord. No. 92-CO-79, § 1(2-78(d)), 11-24-92)

Sec. 2-200. - Reserved.

Editor's note— Ord. No. 96-CO-22, § 2, adopted Apr. 25, 1996, repealed § 2-200, which pertained to superintendent of public works and derived from Ord. No. 92-CO-79, § 2(2-79), adopted Nov. 24, 1992.

Secs. 2-201—2-210. - Reserved.

DIVISION 5. - INFORMATION TECHNOLOGY SERVICES

Footnotes:

--- (8) ---

Editor's note— Ord. No. 2017-CO-100, adopted October 26, 2017, repealed the former Division 5, §§ 2-211—2-214, and enacted a new Division 5 as set out herein. The former Division 5 pertained to internal services and derived from Ord. No. 92-CO-79, § 3(2-50(a)—(d)), November 24, 1992; ; Ord. No. 2017-CO-110, November 21, 2017.

Sec. 2-211. - Establishment.

An information technology department is hereby established.

(Ord. No. 2017-CO-100, 10-26-17)

Sec. 2-212. - Purpose.

The purpose of the Information technology department is to provide computer, data processing and record retention services primarily to offices and departments of county government and, secondarily, upon specific authorization of the county board, to units of local government within or outside the county, and to other area businesses.

(Ord. No. 2017-CO-100, 10-26-17)

Sec. 2-213. - Director.

The person in charge of the information technology department shall be the chief information officer.

(Ord. No. 2017-CO-100, 10-26-17)

Sec. 2-214. - Organization.

The chief information officer shall appoint such number of technical assistants and employees as shall be necessary and authorized by the county board.

(Ord. No. 2017-CO-100, 10-26-17)

Secs. 2-215—2-225. - Reserved.

DIVISION 6. - PURCHASING AND CENTRAL SERVICES DEPARTMENT

Sec. 2-226. - Establishment.

There is hereby established the department of purchasing and central services.

(Ord. No. 92-CO-79, § 9(13A-1), 11-24-92; Ord. No. 98-CO-65, 11-12-98; Ord. No. 2018-CO-047, 5-10-18; Ord. No. 2018-CO-075, 7-26-18)

Sec. 2-227. - Responsibilities.

The department shall be responsible for undertaking, enforcing and monitoring the central purchasing system for county governmental operations, for providing a centralized location for copying and printing services, for supply procurement, and for mailing services.

(Ord. No. 92-CO-79, § 9(13A-2), 11-24-92; Ord. No. 98-CO-65, 11-12-98; Ord. No. 2018-CO-047, 5-10-18; Ord. No. 2018-CO-075, 7-26-18)

Sec. 2-228. - Director.

The director of purchasing shall serve as the purchasing agent for the county and shall be responsible for the procurement of materials, supplies, equipment, services, construction, construction related services and professional services in accordance with this division. The director of purchasing and central services shall be recommended, and appointed or dismissed, by the county administrator with the approval of the county board chairman.

(Ord. No. 92-CO-79, § 9(13A-3), 11-24-92; Ord. No. 98-CO-65, 11-12-98; Ord. No. 2017-CO-110, 11-21-17; Ord. No. 2018-CO-047, 5-10-18; Ord. No. 2018-CO-075, 7-26-18)

Secs. 2-229—2-240. - Reserved.

DIVISION 7. - CODE HEARING UNIT

Sec. 2-241. - Establishment.

A code hearing unit is hereby established pursuant to Section 5-41010 of the Counties Code, 55 ILCS 5/5-41010.

(Ord. No. 97-CO-67, § I, 12-11-97)

Sec. 2-242. - Purpose.

The purpose of the code hearing unit is to undertake the powers and duties necessary for the administrative adjudication of county codes regulating animal control; the definition, identification, and abatement of public nuisances; the accumulation, disposal and transportation of garbage, refuse, and other forms of solid waste; the construction and maintenance of buildings and structures; sanitation practices; and zoning.

(Ord. No. 97-CO-67, § I, 12-11-97)

Sec. 2-243. - Hearing officer.

The person in charge of the code hearing unit shall be known as hearing officer and shall preside at hearings conducted to administratively adjudicate allegations of violations of the County Code. The hearing officer shall be recommended by the county administrator with the approval of the county board chairman.

(Ord. No. 97-CO-67, § I, 12-11-97; Ord. No. 2017-CO-110, 11-21-17; Ord. No. 2018-CO-075, 7-26-18)

Sec. 2-244. - Organization.

The hearing officer shall appoint such number of employees as shall be necessary and authorized by the county board.

(Ord. No. 97-CO-67, § I, 12-11-97)

Sec. 2-245. - Reserved.

DIVISION 8. - RISK MANAGEMENT

Sec. 2-246. - Purpose.

The purpose of the risk management program is to preserve the operating effectiveness of county government, to protect employees and others from accidents that might result in death, serious injury or property damage, and to reduce costs and promote the efficient use of resources.

(Ord. No. 98-CO-65, 11-12-98)

Sec. 2-247. - Program; elements.

The risk management program will consist of the following elements:

- (1) To provide risk analysis, workers compensation administration, loss control, and safety program development.
- (2) To establish procedures to reduce the loss exposure.
- (3) To develop, recommend and implement goals, objectives and procedures for the risk management program.
- (4) To evaluate and analyze the county's loss history, research risk reduction strategies, and identify areas of weakness; and in cooperation with the human resources department, to utilize effective training programs to improve on those weaknesses.
- (5) To assist the state's attorney's office by investigating and gathering information and documentation for any legal action.
- (6) To perform safety inspections to detect the existing or potential safety problems, recommend corrective action, and assist with the implementation of programs.
- (7) Where appropriate, to develop interdepartmental safety teams to further enhance overall safety programs.
- (8) To develop a system to facilitate communications with the county's liability insurance administrator on claims administration and loss prevention programs.
- (9) To prepare an annual report to the county board.
- (10) The risk management program will be established and overseen by the county administrator and his/her designees.

(Ord. No. 98-CO-65, 11-12-98; Ord. No. 2018-CO-075, 7-26-18)

Sec. 2-248. - Program structure.

(a) *Reporting requirements.*

- (1) All incidents resulting in personal injury or death, or damage to personal property shall be reported as immediately as feasible to the human resources department and the county administrator; in all cases, no later than one business day after the incident giving rise to the

injury, death or property damage, or, in the case of an injury to an employee, no later than one business day following the report of the injury.

- (2) Reports of injuries to an employee shall be made on the forms provided for such notice as required by the Worker's Compensation Act. All other notices shall be on forms provided by the human resources department.
- (3) The human resources department will establish a file on each claim. Notice of all incidents resulting in injury or property damage to a third party shall be given to the state's attorney's office, civil division.

(b) *Resolution of claims.*

- (1) All claims made pursuant to the Worker's Compensation Act will be resolved pursuant to the provisions of section 62-242 of this Code.
- (2) Any settlement proposal involving an injury or property damage to a third party must be reviewed by the state's attorney's office, civil division, before an offer of settlement is made to the claimant.

(Ord. No. 98-CO-65, 11-12-98; Ord. No. 2018-CO-075, 7-26-18)

DIVISION 9. - INDEMNIFICATION

Sec. 2-249. - Application of division.

Nothing in this division relieves the county of its duty to indemnify or insure its employees as provided in sections 5-1002, 5-1002.5, and 5-1003 of the Counties Code (55 ILCS 5/5-1002, 5-1002.5, 5-1003).

(Ord. No. 98-CO-65, 11-12-98)

Sec. 2-250. - Definitions.

The following words, terms, and phrases, when used in this division, shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning:

Employee means any person formerly or presently employed by the county or by a county official.

Official means any former or present elected or appointed officer of the county.

Volunteer means any person, not an employee, who formerly or presently provides service to the county upon the request of or at the direction of an official or employee, without compensation.

(Ord. No. 98-CO-65, 11-12-98)

Sec. 2-251. - Claims or actions.

If any claim or action is brought or instituted against an official, employee, or volunteer, where such claim or action arises out of an act or omission of the official, employee, or volunteer, performed or made in good faith in the discharge of his official duties or in the course of his employment or volunteer service, the county shall indemnify such official, employee or volunteer, as the case may be, for any judgment recovered against him as a result of such claim or action, except where the claim or action arises from the willful or wanton misconduct of the official, employee or volunteer. The county may appear on behalf of and defend any suit any such official, employee or volunteer.

(Ord. No. 98-CO-65, 11-12-98)

Sec. 2-252. - Notice.

Any person who, at the time of performing such action or omission complained of, was an official, employee, or volunteer, who is made a party defendant to any such action shall, within ten days of service of process upon him, notify the county of the fact that the action has been instituted, and that he has been made a party defendant to the action. This notice must be in writing and filed in the office of the state's attorney and also in the office of the county clerk, either by himself, his agent, or attorney. The notice shall state in substance that the official, employee, or volunteer, as the case may be, (by naming him), has been served with process and been made a party defendant to an action wherein it is claimed that a person has suffered injury to his person or property caused by the official, employee, or volunteer, stating the title and number of the case, the court wherein the action is pending, and the date of service. The duty of the county to indemnify is conditioned upon receiving notice of the filing of any such action and the manner and form herein described.

(Ord. No. 98-CO-65, 11-12-98; Ord. No. 2018-CO-075, 7-26-18)

Sec. 2-253. - Exceptions; conflict of interest.

(a) This division shall not apply:

- (1) To any portion of a judgment representing an award of punitive or exemplary damages.
- (2) When an employee, official or volunteer has been charged with a criminal offense.

(b) Should the state's attorney determine that he has a conflict of interest in representation of an official, employee or volunteer, the official, employee or volunteer, as the case may be, may seek reimbursement from the county for the reasonable costs associated with engaging the services of an attorney to defend him against such claim or action.

(Ord. No. 98-CO-65, 11-12-98)

ARTICLE V. - BOARDS, COMMISSIONS AND COMMITTEES

DIVISION 1. - GENERALLY

Secs. 2-254—2-270. - Reserved.

DIVISION 2. - PUBLIC AID COMMITTEE

Sec. 2-271. - Creation; power and authority.

There is hereby created and named under the provisions of the Public Aid Code, 305 ILC 5/1-1 et seq., the public aid committee which shall have and exercise the power and authority prescribed by article XI of such act.

(Code 1964, § 2-149)

Secs. 2-272—2-300. - Reserved.

ARTICLE VI. - FINANCE

DIVISION 1. - GENERALLY

Sec. 2-301. - Depositories for county funds.

- (a) Depository banks for the funds of the county treasurer and ex officio county collector shall be as designated by the county board from time to time.
- (b) The deposits shall not exceed 75 percent of the capital stock and surplus of the depositories, as provided for by statute, unless securities equal in market value to the amount of funds in excess of 75 percent of the capital stock and surplus of a depository are deposited with the county treasurer or banks designated as "custodial banks" for the purpose of the safekeeping of pledged securities.
- (c) Custodial banks for the safekeeping of securities pledged by depository banks as collateral of any funds deposited in such bank in excess of 75 percent of the capital stock and surplus of such bank shall be as designated by the county board from time to time.
- (d) Such securities deposited for custody with the designated custodial banks may be released from custody, delivered, sold, redeemed, exchanged, or otherwise disposed of upon instructions signed by the depository bank and approved by the county treasurer or designated deputies.
- (e) The following designated securities are authorized as collateral:
 - (1) Obligations of the United States government, treasury bills, notes and bonds.
 - (2) Obligations of United States government agencies.
 - (3) Obligations of the state.
 - (4) Obligations of municipalities and public bodies located in the state.

(Code 1964, § 2-34)

Secs. 2-302—2-310. - Reserved.

DIVISION 2. - INTERNAL AUDIT

Sec. 2-311. - Short title.

This division shall be known, cited and referred to as the "Internal Audit Procedure Ordinance."

(Ord. No. 89-CO-29, § 2-301, 4-27-89)

Sec. 2-312. - Access to records.

The county auditor shall have access to all records, documents and resources necessary to maintain a continuous internal audit.

(Ord. No. 89-CO-29, § 2-302, 4-27-89)

Sec. 2-313. - Contents and issuance of internal audit report.

- (a) Upon the completion of each internal audit, the county auditor shall issue an internal audit report to the affected county officer, agent, or division, with a copy of such report to be sent to the county board committee responsible for financial management.
- (b) This internal audit report will address actual or potential weaknesses within the internal control of the operations and/or financial reporting of the county officer, agent or division and recommend procedures which will improve or eliminate the problem areas.

(Ord. No. 89-CO-29, § 2-303, 4-27-89)

Sec. 2-314. - Response to internal audit report.

- (a) Each county officer, agent or division shall, within three business days, acknowledge receipt of the internal audit report.
- (b) Within 30 days of the receipt of the internal audit report, each county officer, agent, or division shall submit a written response to the county auditor, outlining the action that has been taken in response to the recommendations made by the auditor.
- (c) Subsequent to the issuance of the internal audit report, the county auditor shall review the operations and financial reporting of the affected county officer, agent, or division. This review will focus on, but not be limited to, the recommendations suggested in the internal audit report. Upon completion of the review, a report outlining the conditions found at the time of the review will be prepared and delivered to the county board.

(Ord. No. 89-CO-29, § 2-304, 4-27-89)

Secs. 2-315—2-325. - Reserved.

DIVISION 3. - CENTRALIZED PURCHASING SYSTEM

Footnotes:

--- (9) ---

Editor's note— Ord. No. 2023-CO-092, adopted November 9, 2023, amended Div. 3 in its entirety to read as herein set out. Former Div. 3, §§ 2-326—2-336, 2-339, 2-348—2-351, 2-357—2-364, pertained to similar provisions, and derived from Ord. No. 2018-CO-047, May 10, 2018.

Sec. 2-326. - Short title.

This division may be cited as the "Purchasing Ordinance of Winnebago County."

(Ord. No. 2023-CO-092, 11-9-23)

Sec. 2-327. - General provisions.

(a) Policies and procedures.

- (1) *Purpose.* The underlying purpose and policies of this division are to manage the procurement process in accordance with state statutes and federal rules and regulations; spend taxpayer money wisely and fairly; encourage fair and equitable treatment through broad-based competition; protect against fraud, favoritism, extravagance and corruption; obtain the best commodities and services at the lowest price practicable; make purchases which are in the best interest of the county; provide safeguards for the maintenance of a procurement system of quality and integrity; and meet the needs of the County of Winnebago, Illinois through continuous improvement of purchasing systems and procedures. To the extent permitted by law, the county will promote economic development by encouraging the participation of Winnebago County businesses, by providing equal opportunity for minority and women-owned businesses, and for veterans, and by applying environmentally sound practices in the procurement process.
- (2) *Applicability.* The purchasing ordinance is applicable to the procurement of materials, services, supplies, equipment, construction, construction related services and professional services, except for certain professional services as defined in [section 2-357](#), by the county board except as specified below. These provisions shall apply to all expenditures of public funds by a county department for purchasing regardless of its source, except as otherwise provided by federal or state law, regulations, County of Winnebago Ordinance or county administrative policy. Procurements involving federal or state assistance will be conducted in accordance with any applicable mandatory state and/or federal law, rules or regulation or grant.

a.

The following elected county officials have internal control over their offices, and therefore, are not subject to the county competitive bidding statute or purchasing ordinance:

1. Auditor 55 ILCS 5/3-1004.
 2. County clerk 55 ILCS 5/3-2003.2.
 3. Recorder 55 ILCS 5/3-5005.2.
 4. State's attorney 55 ILCS 5/3-9005.
 5. Treasurer 55 ILCS 5/3-10005.
- b. The following elected county offices have internal control over their offices except for purchases of equipment:
1. Coroner 55 ILCS 5/3-3003.
 2. Sheriff 55 ILCS 5/3-6018.
- c. The following offices are not subject to the county competitive bidding statute or purchasing ordinance.
1. Courts.
 2. Public defender.
 3. Regional office of education.
 4. Clerk of circuit court.
- d. The county engineer shall be required to procure services, materials and equipment for road and bridge construction, maintenance, engineering, land acquisition and such other technical supplies, services and engineering equipment necessary to meet the operational obligations of the county engineer, as set forth in the Illinois Compiled Statutes.
- e. Nothing in this division shall prevent any county department from complying with the terms and conditions of any grant, gift, bequest, or cooperative purchasing agreement that is otherwise consistent with law and this policy.
- f. Purchasing records required under this Section shall be maintained by any county department to which procurement authority has been delegated and a copy of all such records, as appropriate, shall be provided to the purchasing department upon request.
- (3) *Public access to procurement information.* Procurement information shall be a public record as defined by the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq.
- (4) *Requirement of good faith.* This division requires all parties involved in the negotiation, performance, or administration of county contracts to act in good faith.
- (5) *Property rights.* Receipt of an invitation for bid (IFB), request for proposal (RFP) or other procurement document or submission of any response thereto, or other offer, confers no right to receive an award or contract, nor does it obligate the county in any manner.
- (6)

Singular-plural gender rules. Words in the singular number include the plural, and those in the plural include the singular. Words of a particular gender include any gender and the neuter, and when the sense so indicates, words of the neuter gender may refer to any gender.

(Ord. No. 2023-CO-092, 11-9-23)

Sec. 2-328. - Severability.

If any provision of this division or any application thereof to any person or circumstances is held invalid, such invalidity shall not affect the validity of the remaining provisions or application of this division.

(Ord. No. 2023-CO-092, 11-9-23)

Sec. 2-329. - Repealer.

All ordinances, resolutions, rules and regulations in conflict with this division are hereby repealed to the extent of their inconsistency.

(Ord. No. 2023-CO-092, 11-9-23)

Sec. 2-330. - Savings clause.

Nothing herein, hereby adopted shall be construed to affect any suit or proceeding now pending in a court of law or any cause or causes accrued or existing under any prior resolution or ordinance. Nor may any right or remedy of any character be lost, impaired or affected by this division.

(Ord. No. 2023-CO-092, 11-9-23)

Sec. 2-331. - Effective date.

This division shall become effective at 12:01 a.m. 30 days after its adoption by the county board.

(Ord. No. 2023-CO-092, 11-9-23)

Sec. 2-332. - Definitions.

The words defined in this section shall have the meanings set forth below whenever they appear in this division.

Architectural, engineering, and land surveying services. Those professional services within the scope of practice of architecture, professional engineering, structural engineering, or land surveying, as defined by the laws of the State of Illinois.

Best and final offer (BAFO). Is a term used in bids to indicate that no further negotiation on the amount or terms is possible. It can also be a bid containing final pricing and deliverables submitted by bidding contractors based on the outcome of the negotiations conducted during the initial bid stage.

Bid. An advertised, open, competitive solicitation for prices that are opened publicly.

Bid security. A guaranty that the bidder will enter into a contract if an offer is presented within the specified period of time; bidder's failure to do so will result in forfeiture of the bid security.

Bid tab. Bid tabulations show each bidder's bid amount for each pay item in a contract. They are posted as soon as the authorized buyer certifies that a bid tab accurately reflects the bids received and publicly opened.

Bidder's list. A current database of potential vendors or contractors for each category of commodities and services repetitively purchased for county use.

Business. Any corporation, partnership, limited liability company, individual, sole proprietorship, joint stock company, joint venture, or any other private legal entity.

Change order. Written authorization directing a contractor to modify or change an existing purchase order or contract.

Competitive proposals. Purchases over the Simplified Acquisition Threshold (SAT). Formal solicitation required as well as fixed price cost-reimbursement contracts and is used when sealed bids are not appropriate. The contract should be awarded to the responsible firm whose proposal is most advantageous to the program, with pricing being one of the factors.

Confidential information. Any information which is available to an employee only because of the employee's status as an employee of the county or its agencies and is not a matter of public knowledge or available to the public via request pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/1 et seq.

Construction. The process of building, altering, improving, or demolishing any public structure or building, or other public improvements of any kind to any public real property. It does not include the routine operation, routine repair, or routine maintenance of existing structures, buildings, or real property.

Contract. All types of agreements, regardless of what they may be called, for the procurement or disposal of supplies, services, construction or professional services that are legally binding promises enforceable by law.

Contract employee. See independent contractor.

Contract file. A record maintained in the purchasing department which may include a requisition, purchase order, contract documents and/or related correspondence.

Contract modification. Any written alteration in specifications, delivery point, rate of delivery, period of performance, price, quantity, or other provisions of any contract accomplished by mutual action of the parties to the contract.

Contract renewal. Continuation of the contract for an additional period of time, under the original terms and conditions, when allowed by provisions for renewal, which were included in the original bid document.

Contract-revenue generating. Revenue generating contracts are agreements under which the county receives from a vendor either a commission or share in the profit generated from the sale of goods or services. Examples include vending machines, food service, and joint-purchasing agreements.

Contractor. Any person having a contract with the county or a using agency thereof.

Cooperative joint purchasing. Procurement or purchasing conducted by or on behalf of more than one governmental or public procurement unit.

Cost plus percentage contracts. Cost plus percentage of cost (CPPC) contracting shall not be used. Cost plus percentage of cost contracts demand the county to pay a fee that rises as the contractor's costs rise. It has been determined that this type of contract provides no incentive for the contractor to control costs and is thus improper. Any contract entered into utilizing cost plus percentage calculation shall be void.

Cost-reimbursement contract. A contract under which a contractor is reimbursed for costs which are allocable in accordance with the contract terms and the provisions of this division, and a fee or profit, if any.

County board chairman. The county officer elected by the electors of the county to serve as chairman of the county board.

County agency. A county officer, employee, department, office, official, commission, county board, or agency whose purchasing authority is subject to the provisions of this division.

Debarment. The process of determining that a contractor is ineligible to receive contract awards based upon a preponderance of evidence, usually a conviction. Debarment is usually three years in length. The name of the debarred contractor may be published as ineligible on the System for Award Management (SAM), which is a website administered by the U.S. General Services Administration, or on the list of sanctioned providers maintained by the State of Illinois.

Discussions. Oral or written negotiations between the county or its agencies and an offeror during which information is exchanged about specifications, scope of work, terms, conditions and price set forth in the initial proposal. Communication with an offeror for the sole purpose of clarification does not constitute discussions.

Elected official. For the purposes of this division, elected official includes; clerk of the circuit court, county auditor, county board chairman, county board members, county clerk, county coroner, county treasurer, and county recorder, superintendent of the regional office of education, county sheriff and state's attorney. For purposes of this division, the Chief Judge of the 17th Judicial Circuit Court is also considered an elected official.

Emergency purchase. Procurement obtained in circumstances which include threats to public health or safety, where immediate repairs to county property are required to protect or prevent against further loss or damage, or where immediate action is needed to prevent or minimize serious disruption to county services.

Employee. An individual drawing a salary or wages from the county whether elected or not and providing services for the county.

Equipment. Items that are purchased or used by the county that are not goods and supplies and which are not expendable except through depreciation or wear and tear, and which do not lose their identity or become integral parts of other items or installations.

FOIA. Illinois Freedom of Information Act, 5 ILCS 140/1 et seq.

Goods and supplies. All personal property relating to the maintenance, repair and operating materials necessary to sustain day-to-day county operations.

Gratuity. A payment, loan, subscription, advance, and deposit of money, service, or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value is received.

IDOT. Illinois Department of Transportation.

Immediate family. Husband, wife, mother, father, mother-in-law, father-in-law, son, daughter, brother, sister, son-in-law, daughter-in-law, uncle, aunt, brother-in-law, and sister-in-law.

Independent contractor. A person hired to accomplish a given result who has the right to control or direct his, her or its own work as to details and means by which the desired results are achieved.

Invitation for bids (IFB). A formal request to prospective vendors soliciting price quotations or bids; contains, or incorporates by reference, the specifications or scope of work and all contractual terms and conditions.

Irresponsible bidder. A bidder or prospective bidder who has failed to furnish, upon written request, proof of his/her responsibility; or who has, as a vendor or contractor with the county, repeatedly made slow or unsatisfactory deliveries; or who has violated, or attempted to violate, any provisions of this division.

Local bidder. A firm or individual who regularly maintains a place of business and transacts business in, or maintains an inventory of merchandise for sale in, or is licensed by, or pays business taxes to the county.

Material alteration. Any construction, repair, reconstruction, rehabilitation, addition or improvement of a county owned, leased or rented building or structure, which appreciatively or significantly affects or influences its function, use or appearance.

Materials. Items or supplies required in the performance of day-to-day operations.

Micro purchases. Purchase of materials, services, supplies, equipment construction and construction related services that are less than the small purchase threshold. Efforts should be made to distribute purchase equitably among qualified providers.

Multi-year contracts. Procurement contracts extending more than one year.

Multiple price quotation. Where competitive selection is not required or cannot be utilized because of an emergency, a process of obtaining price information from at least three sources or vendors prior to purchase.

Negotiations. The director of purchasing and responsible department head can conduct negotiations, as appropriate, as to price, delivery and terms.

Notice to proceed. Formal notification given to the contractor or vendor that officially begins the project.

Person. Any individual or group of individuals, business, union, contractor, firm, corporation, trustee, partnership, association, joint venture, committee, club or other entity.

Procurement. The buying, purchasing, renting, leasing, or otherwise acquiring of any goods, services, construction, or professional services. It also includes all functions that pertain to the obtaining of any goods, service, construction, or professional services, including description of requirements, selection, and solicitation of sources, preparation and award of contract, and all phases of contract administration.

Public works projects. Any fixed work construction, improvement or demolition by any public body that is funded or financed in whole or in part with public funds and as further defined in the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 et seq.

Purchasing card (P-card). A payment method using a card issued by a bank or major credit card provider for county purchases.

Professional service. The service of a person possessing a high degree of professional skill where the ability or fitness of the person plays an important part and the primary reason for contracting with the person is the county's confidence, trust and belief in his or her talent and ability to perform the services. Professional services include, but are not limited to, appraisers, architects, engineers, accountants, land surveyors, psychologists, physicians, and other health professionals.

Purchase order. A written order signed and issued by the purchasing department directing a business to provide goods, services, construction or professional services on behalf of the county.

Purchase requisition. An internal document, by which a department sends, to the purchasing department, details of goods, supplies, services, equipment, construction, or professional services to meet its needs for a specific job.

Purchasing agent. The director of purchasing or any staff member of the purchasing department authorized to act as a purchasing agent for the county and shall be responsible for the procurement of materials, supplies, equipment, services, construction, construction related services and professional services, and processing contract and purchase orders.

Request for information (RFI). All documents issued to vendors for the sole purpose of seeking information about the availability in the commercial market of equipment, supplies, services, construction, and construction related services.

Request for proposals (RFP). A formal request to prospective vendors soliciting proposals and it contains, or incorporates by reference, the specifications or scope of work and all contractual terms and conditions. Proposals are submitted in sealed envelope and opened privately. Vendors are selected based on a qualification based evaluation.

Request for qualification (RFQ). Documentation requested for professional services including, but not limited to, a list of professional references and similar work performed.

Request for quotes/quotations. Informal pricing for the purchase of goods, supplies, services, equipment, construction or professional services. May be submitted by mail, written, by telephone (verbal quote), or email, and under the current purchase threshold.

Requisition. An electronic request issued by a county department head or his/her designee against available and approved funds authorizing the purchasing department to issue a purchase order on the department's behalf.

Responsible bidder or offeror. A person who has the capability in all respects to perform fully the contract requirements contained in the invitation for bids, has the capacity, facilities, equipment, and credit which will assure good faith performance, and has submitted a bid which conforms in all material respects to the requirements set forth in the invitation for bids.

Responsive bidder. A person who has submitted a bid which conforms in all material respects to the invitation for bid.

Responsible bidder for public works projects: A person (firm) who has the capability in all respects to perform fully the public works contract requirements, and the experience, personnel, reliability, facilities capacity, equipment, acceptable past performance and credit which will assure good faith performance. Responsible bidder for public works projects means a bidder for public works projects advertised, awarded, and financed, in whole or in part, with county public funds, who meets all of the job specifications, including the following applicable criteria. Evidence of compliance is required for public works projects estimated to be over bidding threshold in value.

- a. Certificates of insurance indicating the following coverages: general liability, workers' compensation, completed operations, and vehicle. Performance bonds, as required.
- b. To qualify as a responsible bidder for public works projects exceeding \$30,000.00, or as defined in the most current Illinois Compiled Statutes for small purchases, the responsible bidder and subcontractors must be a member of an organization that participates in an active apprenticeship and training programs approved and registered with the U.S. Department of Labor's Office of Apprenticeship and Training, or its successor, for each of the trades of work contemplated under the awarded contract. The required evidence shall include, but is not limited to, a copy of all applicable apprenticeship standards or apprenticeship agreement(s) for any apprentice(s) who will perform work on the public works project.
- c. Compliance with all provisions of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 et seq. All contractors and sub-contractors, as determined by the contract, are required to turn in certified payrolls as specified in Illinois Public Act 94-0515, and follow all provisions of the Employee Classification Act, 820 ILCS 185/1 et seq.
- d. Disclosure of the name and address of each subcontractor from whom the contractor has accepted a bid and/or intends to hire on any part of the project prior to the subcontractor commencing work on the public works project.
- e. All bidders must provide three projects of a similar nature as being performed in the immediate past five years with the name, address, email, and telephone number of the contact person having knowledge of the project or three references (name, address, email, and telephone number) with knowledge of the business practices of the contractor.

The provisions contained in the definitions of "*responsible bidder*" and "*responsible bidder for public works projects*" shall not apply to grant, state or federally funded construction projects or Illinois Department of Transportation projects if such application would jeopardize the receipt or use of federal, state or grant funds in support of such project.

Reverse auctions. A reverse auction is a real-time bidding process taking place at a scheduled time and internet location, in which multiple suppliers, anonymous to each other, submit bids to provide the designated goods and services specified in the invitation for bid.

Services. The furnishing of labor, time, or effort by a contractor, not involving the delivery of a specific end product other than reports which are merely incidental to the required performance. This term shall not include employment agreements or collective bargaining agreements.

Small purchase threshold. The threshold established by the county at which public bids are not required.

Small purchases. Purchases that are at least \$10,000.00 and less than \$30,000.00, (less than \$35,000.00 for the use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and inter-connect equipment, software and services), or as defined in the most current Illinois Compiled Statutes.

Sole source procurement. Any contract entered into without a competitive process, based on a written justification that only one known source exists or that only one single vendor or supplier can fulfill the particular requirements. However, any contract that is initially determined to be sole source, shall be referred to the appropriate committee for consideration and recommendation.

Solicitation. An invitation for bids or request for proposals or qualifications or request for quotes to provide materials, services, equipment, supplies or construction and construction related services and professional services.

Specification. Any description of the physical or functional characteristics, or of the nature of a supply, service, or construction item. It may include a description of any requirement for inspecting, testing, or preparing a supply, service, or construction item for delivery.

Stringing. Dividing or fragmenting procurements in order to circumvent any of the provisions of this division. Stringing is the practice of issuing multiple purchase orders or requisitions for purchasing like items or services, with the intent to circumvent procurement policies.

Subcontractor or supplier. A vendor which enters into a contract with a prime contractor to provide goods or services pursuant to a contract between the prime contractor and the county.

Surplus property. Property including goods and supplies and equipment that exceeds the reasonably foreseeable needs of the county or no longer has any use to the county.

Suspension. Suspension is the process of determining that a contractor is ineligible to receive contract awards based upon adequate evidence, usually an indictment. Suspension is a temporary measure having a 12-month limit. It is usually used pending completion of an investigation or legal proceedings.

Unauthorized purchase. An unauthorized purchase occurs when the materials, services, or any expense is charged to the county by a person who has not been given such authority. Unauthorized purchases include procuring goods and supplies, equipment, construction, or services (including professional services) without following this ordinance. The individual making an unauthorized purchase may incur a personal obligation to the vendor or the county for the expense even though the goods and supplies, equipment, construction, or services (including professional services) are used for county business.

Used equipment. Equipment that: (a) has been in service for at least one-half of its commercially reasonable life, or if its life is less than 24 months, is at least one year old; or (b) is a floor or demonstration model that is offered at a price at least 25 percent below current market price; or (c) is otherwise determined by the director of purchasing on a case-by-case basis to be a bona fide used item.

Using department or agency. Any county department or agency requiring goods and supplies, equipment, services, construction, or professional services procured pursuant to this division.

(Ord. No. 2023-CO-092, 11-9-23)

Sec. 2-333. - Director of purchasing.

The director of purchasing shall serve as the purchasing agent for the county and shall be responsible for the procurement of materials, supplies, equipment, services, construction, construction related services and professional services in accordance with this division. The director of purchasing shall report to the county administrator or their designee and be recommended, appointed, disciplined, or dismissed with the approval of the county board chairman. If no consensus can be reached between the county administrator or their designee and the county board chairman related to the director of purchasing's employment, then it shall be subject to the advice and consent of the county board

Before entering upon the duties of his/her office, the county director of purchasing shall execute a bond to the county in an amount to be prescribed by the county board, with sureties approved by the county board and which bond shall be conditioned as follows: That he/she shall faithfully perform all duties which are or may be required by law and county ordinance to be performed by him/her as county director of purchasing in the time and manner prescribed or to be prescribed by law and county ordinance; and when he/she shall be succeeded in office, shall surrender and deliver over to his/her successor in office all supplies, materials, equipment, books, papers, monies and other things belonging to the county and appertaining to his/her office, then the above bond shall void; otherwise to remain in full force and effect.

(Ord. No. 2023-CO-092, 11-9-23)

Sec. 2-334. - Purchasing department duties.

The purchasing department shall work cooperatively with all departments in making determinations relative to the purchase of goods and supplies, equipment, services, construction, and professional services. In accordance with this division and subject to the direction of the County of Winnebago Board, the county board chairman, and the county administrator, and applicable provisions of state law, the purchasing department shall:

County Board Meeting
December 5, 2024

**ORDINANCE
OF THE
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS
2024 CO 081**

SPONSORED BY: PAUL ARENA AND JAIME SALGADO

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

WHEREAS, the County Board of the County of Winnebago, Illinois, desires to amend their Rules of Order and Procedure, as currently contained in Divisions 3 and 4 of Chapter 2, Article II, of the Winnebago County Code of Ordinances.

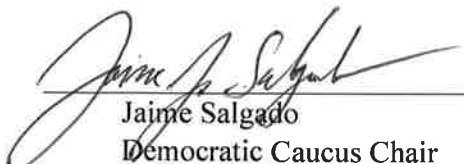
NOW, THEREFORE, BE IT ORDAINED, by the County Board of the County of Winnebago, Illinois, that Divisions 3 and 4 of Chapter 2, Article II, of the Winnebago County Code of Ordinances are repealed in their entirety and are hereby replaced with Divisions 3 and 4 as set forth in Exhibit A, which is attached to this Ordinance.


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

BE IT FURTHER ORDAINED, that the Clerk of the County Board shall provide a certified copy of this Ordinance upon its adoption to the County Board Chairman and the Chairs of the Republican and Democratic caucuses and shall direct that the Department of Information Technology take appropriate action to revise the Code of Ordinances on the County Website so as to be consistent with the terms of this Ordinance.


Respectfully submitted,

CAUCUS CHAIRS


Jaime Salgado
Democratic Caucus Chair

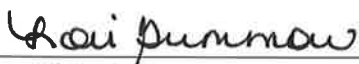

Paul Arena
Republican Caucus Chair

APPROVED this 5~~th~~ day of December, 2024 by the County Board
of the County of Winnebago, Illinois.



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

EXHIBIT A

DIVISION 3. - RULES OF ORDER

Sec. 2-61. - Order of agenda.

The regular order in which business shall be considered by the county board at all regularly scheduled meetings of the board is as follows:

- (1) Call to order.
- (2) Invocation and pledge of allegiance.
- (3) Agenda announcements.
- (4) Roll call.
- (5) Awards, presentations, public hearings, and public participation.
- (6) Approval of minutes.
- (7) Consent agenda. (To include raffle report, auditor's report—approval of bills, administrator report—leaves of absences, and other administrative reports).
- (8) Appointments
- (9) Reports of standing committees.
- (10) Unfinished business.
- (11) New business.
- (12) Announcements and communications.
- (13) Adjournment—Next meeting.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-62. - Power of chair.

The county board chairman shall preserve order and decorum and shall determine all questions of order. Rulings of the chair on all matters of order and decorum shall be

conclusive unless appealed to the board by one member and seconded by another member. If the ruling of the chair is appealed and seconded, the chair shall submit the ruling to a vote of the board putting the question in the affirmative. A majority vote sustains the ruling of the chair. The county board chairman shall have the authority to issue an amended agenda when he is contacted by a committee chair ~~man~~ or otherwise determines that an item on the agenda is to be laid over.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-63. - Recognition by chair.

Each member, prior to speaking, shall be recognized by the chair. When two or more members request recognition, the chair shall designate the member to speak first, pursuant to the following:

- (1) Upon being recognized by the chair, the member recognized shall acknowledge the recognition by the chair before beginning his or her comments.
- (2) If the member who made the motion claims the floor and has not already spoken on the question, he/she is entitled to be recognized in preference to other members.
- (3) If the member who has seconded the motion claims the floor and has not already spoken on the question, he/she shall be recognized in preference to all other members except the movant.
- (4) No one is entitled to the floor a second time in debate on the same motion on the same day if any other member who has not spoken on the motion seeks the floor.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-64. - Actions on resolutions and ordinances.

(a) All resolutions and ordinances submitted by a member under new business, except actions or communications of courtesy, shall be referred without debate to the appropriate committee for consideration and recommendation. When the board is required by law or ordinance to conduct a hearing or to make specific findings of fact, the appropriate board committee shall, when permitted by law and ordered by the county board chairman, perform such function and thereafter promptly make a written report of its findings and recommendations to the board for its consideration and action.

(b) All resolutions and ordinances shall be prepared on 8.5 × 11 paper.

(c) After presentation to the board, each ordinance and grant application, except ordinances authorizing the issuance of bonds and other debt financing, shall lay over until the next regular meeting of the board for debate and action. This rule may be waived in the manner provided in section 2-68, except for those matters which are required to be laid over pursuant to state or federal law or local ordinances.

(d) Prior to presentation of the annual budget to the board for layover, the draft budget shall be made available to the public on the county website and in the county clerk's office and a public hearing shall be held at a committee of the whole meeting to allow for comments by the public regarding the budget. Comments may be submitted in writing prior to the hearing or orally at the hearing, subject to the limitations set forth in section 2-85(e), except that the number of speakers will not be limited. The annual county budget shall lay over after the first reading for at least 15 days.

(e) Any item to be voted on shall be sponsored by the county board chairman or a sitting county board member.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-65. - Limitation of debate.

(a) No member shall speak a total of more than twice on the same question, unless permitted to do so by the chair.

(b) No member shall speak longer than three minutes upon recognition, unless permitted to do so by the chair. Any member called to order shall immediately cease speaking.

(c) Non-members may address the board if written request is submitted to the county board office by 5:00 p.m. on the Tuesday prior to the upcoming county board meeting for which recognition is sought. The written request must identify the name of the speaker, specify the subject matter the speaker will address, and indicate the speaker's interest in the subject. This information shall be included on the county board agenda. Comments shall be limited to three minutes. Speakers may not address zoning matters which are pending before the ZBA, zoning committee or the county board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a

statement on what is purported to be a different topic. Personal attacks or inappropriate language of any sort will not be tolerated.

(d) A maximum of 21 minutes shall be allowed for non-members to speak at each meeting. If a particular item is deemed by the chair to be controversial, the chair shall strive to allow all sides an equal amount of time within which to speak at each meeting, subject to the 21 minute time limit. The chair shall determine the sequential order in which non-members will be allowed to address the board.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-066, 9-29-22; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-66. - Motions.

(a) No motion shall be debated or voted upon unless it shall have been previously seconded. When seconded and prior to debate, the motion shall be clearly stated by the chair and shall be reduced to writing if requested by the chair or a board member.

(b) After a motion has been stated by the chair, it shall be deemed to be in possession by the board.

(c) A motion to "reconsider" a question may be made only at the meeting at which the vote was taken by a member who voted on the prevailing side. Reconsideration requires an affirmative vote of a majority of the members present, regardless of the vote necessary to adopt the question reconsidered. If adopted, reconsideration places the original question before the board in the exact position it occupied before being voted upon. No question may be twice reconsidered.

(d) A motion to recess or adjourn is not debatable and requires the approval of a majority of the members present for adoption.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-67. - Roll call votes.

(a) All votes shall be recorded. This rule may not be suspended. A roll call vote of the members shall be taken on all proposed ordinances and the appropriation or allocation of funds, whether by ordinance or resolution. However, the county board chairman may inquire whether any member opposes the question. If no more than two members indicate their opposition,

the **county board** chairman may order the clerk to note for the record the names of the members in opposition and to enter the approval of all the other board members present on the record.

(b) Any member on any question may call for a roll call vote.

(c) Roll call votes shall be called in progressive alphabetical order. Each roll call vote shall commence with the second name called on the previous roll call vote.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-68. - Suspension of rules of order or procedure.

~~(a) Any rule of order or procedure, unless otherwise specified by the rules or required by statute, may be temporarily suspended at any meeting of the board by an affirmative vote of a three-fifths of the members present.~~

Unless otherwise specified by these rules or required by statute, any specific rule of order or procedure of the board, may be temporarily suspended at any meeting of the board by an affirmative vote of a majority of the members present. However, any suspension of a parliamentary rule of order requires an affirmative vote of three-fifths of the members present.

(b) Zoning matters coming before the board from the zoning committee for vote must lay over to the next board meeting after they are introduced before being voted on, and this rule may not be suspended to provide for a vote of the board at the same meeting in which the zoning matter is introduced by the zoning committee unless by unanimous vote of all board members present to so suspend this rule.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-69. - Quorum; majority vote.

A majority of the members shall constitute a quorum for the transaction of business; and all questions which shall arise at a meeting shall be determined by the votes of the majority of the members present and voting, except as otherwise provided by law or ordinance.

For the purposes of only to constitute a quorum, a committee chair may, at their discretion, assign a county board member who is of the same political affiliation of an absent county board member to participate in the discussion,

deliberations and vote on any matter on the agenda for any committee of the county board.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-70. - Abstention.

(a) Each member present shall vote on each question put to a vote, unless excused from such vote as provided herein.

(b) The county board chairman shall not vote except to break a tie.

(c) Members shall be excused from a vote due to a conflict of interest as defined in 50 ILCS 105/3 et seq. A conflict of interest to require abstention must involve a direct personal or financial interest in the issue being voted upon. A member shall state their desire to abstain prior to the final vote being taken.

(d) The county board chairman, after consultation with the board's legal counsel, shall have the power to excuse a member from voting for a conflict of interest even though not prohibited by 50 ILCS 105/3 et seq.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-71. - Robert's Rules of Order to govern.

Parliamentary rules contained in the current edition of "Robert's Rules of Order," newly revised, shall govern the county board and its committees in all cases applicable, except where such rules are inconsistent with these rules of order or procedure, Illinois law, or other specific county ordinance.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-72. - Awards, proclamations and presentations.

(a) *Awards or proclamations.* All proclamations or awards shall be presented by the county board chairman, or his or her designee. At the county board chairman's discretion, the presentation shall take place at the county board office or at the recipient's location. The presentation will be documented and recorded by the county's communication director, the county board chairman's assistant, or designee. This subsection shall not apply to proclamations or awards that are related to first responders, military and law enforcement, for

actions, services, or in memorialization of individuals, or certain events, or for recognition of county youth or school groups for scholastic and/or sports related outstanding achievements.

(b) *Presentations.* All presentations to county board members during a county board meeting shall be permitted at the discretion of the county board chairman and be limited to units of government, which includes all county departments and limited to one presentation at each meeting. All other presentations shall be permitted at the discretion of the party caucus chairs at a time and place determined by the party caucus chairs.

(Ord. No. 2022-CO-066, 9-29-22; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Secs. 2-73—2-80. - Reserved.

DIVISION 4. - RULES OF PROCEDURE

Sec. 2-81. - Presiding officer.

The county board chairman shall act as the presiding officer at county board meetings. If the county board chairman is unable to attend a regular or special meeting of the county board, the majority caucus leader shall act as the presiding officer in his or her absence. If the majority caucus leader is unable to attend the meeting, the minority caucus leader shall act as the presiding officer. If both caucus leaders are unable to attend the meeting, the county clerk shall convene the meeting, and the county board shall choose a member by majority vote to preside as chair ~~man~~ pro tem.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-067, 9-29-22; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-82. - Amendment of rules of order and procedure.

At the first meeting of the board held in the month of December in the even-numbered years, the board may adopt, amend, or rescind the rules of order and procedure or the organizational structure of the county board. The rules of order and rules of procedure or the organizational structure of the county board may be amended at any regular meeting of the county board by the affirmative vote of a majority ~~three-fifths~~ of the members present.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-83. - Selection of committee chairs ~~men~~ and members.

(a) The following shall be the standing committees of the county board:

- (1) Finance committee.
- (2) Public safety and judiciary committee.
- (3) Public works committee.
- (4) Zoning committee.
- (5) Economic development committee.
- (6) Operations and administrative committee.
- (7) Legislative and lobbying committee.

(b) The caucus chairs ~~men~~ of the majority and minority parties of the newly elected county board shall recommend to the county board for its advice and consent, the appointment of the chairs ~~man~~, and members of all standing committees at the first meeting of the board held in the month of December, of each even numbered year.

(c) Where possible, each committee shall reflect a cross section of the board.

(d) Vice-chairs ~~men~~ of all standing committees shall be established by the committee chair ~~man~~. ~~Each vice-chairman shall represent an alternative party to the committee chairman.~~

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-84. - Committees called by the chair.

(a) The chairman of the county board shall appoint such committees called by the committee chair as may be necessary.

(b) Committees called by the chair shall report to the county board as necessary.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-85. - Responsibilities of committee chairs ~~men~~ and vice-chairs ~~men~~.

(a) The committee chair ~~man~~ shall submit an agenda at the time of public notice; items on the agenda may be acted upon at the discretion of the committee. The agenda for legislative and lobbying committee shall be established by mutual agreement of the committee chair ~~man~~ and the county board chairman.

(b) Meetings shall be called by the committee chair ~~man~~ and shall be scheduled during non-county board meeting weeks, except for the zoning committee and if a meeting is required to address an emergency. The county board office shall, by no later than 9:00 a.m. on the Friday preceding a committee meeting, submit items for the committee agenda. The committee chair ~~man~~ shall amend the proposed agenda as necessary and return a final approved version to the county board office by no later than noon of that day.

(c) The text of any resolution, ordinance or budget amendment, along with a redlined copy of any changes to existing legislation, agreements or documents, if applicable, along with a summary explaining the purpose for the resolution or ordinance, must be posted on the county website and distributed to the members of the committee by 5:00 p.m. on the Friday of the week prior to the committee meeting.

(d) The committee chair ~~man~~ may, on his own motion, lay over any matter before the committee to the next meeting of the committee.

(e) Members of the public who wish to address a committee shall sign up on a sheet provided at the committee meeting. The speaker shall provide his or her name and the subject to be discussed before the committee. A maximum of five speakers shall be permitted to address the committee on a first come basis. Comments shall be limited to three minutes. Speakers may not address zoning matters which are pending before the ZBA, zoning committee or the county board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. Personal attacks or inappropriate language of any sort will not be tolerated.

(f) Matters before a committee shall be presented by the sponsoring board member. The sponsoring board member or committee chair ~~man~~ may request input from non-board members in response to questions posed on the proposed matter by board members. Board members who are not committee members may be permitted to ask questions regarding a matter before the committee after all committee members have had an opportunity to speak and with the consent of the committee members.

(g) Each committee shall make a report to the county board of any matters voted on by the committee. The committee report shall be presented to the county board by the chair ~~man~~ or vice-chair ~~man~~ of the committee, or by any other member of the committee designated by the chair ~~man~~. If a committee report recommends that the county board adopt or pass an ordinance, resolution or other matter, that ordinance, resolution or other matter may be taken up and acted upon after its presentation, subject to deferral by appropriate action. All zoning petitions from the zoning committee shall be taken up and acted upon, even if the committee did not recommend adoption or approval. For all other matters, if a committee report recommends that the county board not adopt or pass an ordinance, resolution or other matter, then at the time such report is presented, or at the next meeting if the county board has deferred action on such report, such ordinance, resolution or other matter shall be automatically tabled and may not be further considered, unless a member of the county board moves to disapprove the committee report and such motion is adopted by the affirmative vote of a majority of the county board members present. If the motion to disapprove receives a majority vote, the ordinance, resolution or other matter shall be before the county board.

(h) The committee chair ~~man~~ shall appoint such sub-committees and sub-committee chair ~~man~~ as may be necessary to carry out the work assigned to or undertaken by the committee.

(i) The committee vice-chair ~~man~~ shall assume all responsibilities of the committee chair ~~man~~ in the event of the absence or inability to act of the committee chair ~~man~~.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-86. - Record keeping and communications.

(a) Ordinances and resolutions adopted by the county board shall be numbered consecutively by the clerk of the board in the order of their passage. Each document number shall be made up of a prefix containing the last two digits of the year of its adoption (e.g., 12 to represent 2012) followed by a two-letter code designating the type of action (e.g. CR to represent County Resolution, and CO to represent County Ordinance) followed by the consecutive numbers assigned by the clerk (e.g., 01, 02, 03, etc.).

(b) The clerk of the board shall deliver to the county auditor, county clerk, county treasurer, and county board chairman's office certified copies of all documents adopted by the board which affect the appropriation, levy, or expenditure of any county funds. When directed by the county board or its chairman, the clerk of the board shall also distribute to the designated persons

or entities certified copies of any other document reflecting actions of the board.

(c) All letters, petitions, and correspondence addressed or directed to the county board or its chairman or which relate to the business of the county board received by the county clerk as clerk of the board, shall be immediately delivered by said clerk to the office of the chairman. The **county board** chairman at the next regular board meeting shall report the receipt of such materials to members under "announcements and communications" and may read such material to the board. Correspondence should be available in the county board office for at least 30 days. Urgent matters shall be delivered by the **county board** chairman forth-with to the appropriate committee, and the **county board** chairman shall advise the board members of such referral at the next regular board meeting.

(d) The **county board** chairman ~~of the board~~ shall prepare and mail to the members and principal members of the news media, an agenda for each county board meeting. The agenda shall be placed in the mail by 3:00 p.m. the Friday prior to the next board meeting. The **county board** chairman prior to the call of the roll shall announce all changes in the agenda.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-87. - Appointments to fill vacancies of elected positions.

In case of death, resignation, or legal inability to hold elective office, the county board chairman, with advice and consent of the county board, shall select a person qualified under state statute to serve as the interim as provided by law.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-88. - Appointments to commissions, boards, authorities, or special districts.

(a) The **county** board 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.

(b) The **county** board chairman shall submit to the members a listing of the recommended appointees on the agenda of a regular board meeting for the advice and consent of the board. All appointments shall lay over until the second board meeting after they are first introduced.

(c) The county board chairman shall present a list of all county board appointees serving on commissions, boards, authorities, or special districts to board members within 30 days after the beginning of each board term. This list shall indicate the month and year of appointment, term of office, and compensation.

(d) Appointments to fill vacancies on commissions, boards, authorities, or special districts shall be filled in the same manner as provided above and shall be for the balance of the unexpired term.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2017-CO-035, 3-9-17; Ord. No. 2018-036, 12-4-18; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22; Ord. No. 2024-CO-040, 6-27-24)

Sec. 2-89. - Appointment of department heads.

Appointments or re-appointments of department heads shall be made according to the County Code of Ordinances or as required by state statute. Any position not specifically mentioned in the county code of ordinances or in state statute shall be appointed or re-appointed upon recommendation of the county administrator with the advice and consent of the county board.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2018-036, 12-4-18; Ord. No. 2019-CO-075, 8-22-19; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-90. - Closed sessions.

Closed sessions may be held in accordance with "The Open Meetings Act," 5 ILCS 120/1 et seq.

(Res. No. 96-CR-253, 12-2-96; Ord. No. 2020-CO-085, Exh. A, 12-7-20; Ord. No. 2022-CO-098, Exh. A, 12-8-22)

Sec. 2-91. - Attendance by other means (video or audio conference).

(a) In accordance with the Illinois Open Meetings Act (5 ILCS 120/1 et. seq.), a county board member may attend regular or special meetings for all public bodies of the county board by other means (video or audio conference) if the member is prevented from physically attending because of:

(1) Personal illness or disability;

(2) Employment purposes or the business of the public body; or

(3) A family or other emergency.

(b) A member wishing to attend a regular or special meeting by other means must notify the clerk of the county board and county board office at least seven days before the meeting, unless advance notice is impractical.

(c) After a roll call vote establishing that a quorum is physically present, any member physically present may make a motion to permit another member to participate by other means. Such motion shall include the reason for the absence.

(d) All members physically present are permitted to vote on whether such participation will be allowed and the motion must be approved by a vote of a majority of those members physically present.

(e) A member attending by other means shall be considered present at the meeting and entitled to discuss and vote on any matter before the public body, as if the member were physically present at the meeting. The meeting minutes shall reflect if a member is attending by other means.

(f) A member shall maintain proper decorum as if the member were physically present at the meeting and comply with all county board rules and procedures previously adopted and adhered to.

(g) The member attending by other means and all members physically present must be able to communicate effectively, and members of the public must be able to hear all discussion, testimony and votes.

(h) The chairman may terminate attendance by other means in the event conditions of (f) and (g) are not met.

(i) No more than two members may attend a meeting by other means without being physically present at the meeting location. Attendance by other means shall be limited to four times in a calendar year. However, committee chairs ~~persons~~ shall have discretion to permit attendance by other means in excess of four meetings.

(j) Attendance by other means by any member is prohibited for closed sessions.

(Ord. No. 2022-CO-102, 12-22-22)

Sec. 2-92. - Seating positions for county board meetings.

The caucus leader of the majority party shall establish the seating positions of board members for county board meetings.

(Ord. No. 2022-CO-102, 12-22-22)

Secs. 2-93—2-110. - Reserved.

⑤

COMMITTEE: _____

SUBJECT: Ord. Amerd. Ch. 2, Art. II, Div. 3 p 4

	AYES	NAYES	PRESENT	ABSENT	ABSTAINED
1. ARENA, PAUL M.	✓				
2. BOOKER, AARON	✓				
3. BUTITTA, JOHN	✓				
4. FELLARS, ANGELA	✓				
5. GORAL, ANGIE	✓				
6. HANSERD, VALERIE	✓				
7. HOFFMAN, JOE C.	✓				
8. LINDMARK, BRAD	✓				
9. MCCARTHY, KEVIN	✓				
10. MCDONALD, KEITH	✓				
11. NABORS, TIMOTHY	-			✓	
12. PENNEY, JOHN	✓				
13. SALGADO, JAIME J.	✓				
14. SCROL, CHRISTOPHER	-			✓	
15. SWEENEY, JOHN F.	✓				
16. TASSONI, DAVE	✓				
17. THOMPSON, MICHAEL J.	✓				
18. THOMPSON, RAY	✓				
19. VALDEZ, CHRISTINA	✓				
20. WEBSTER, JIM	✓				
TOTALS					
Unanimous vote	18			2	

OPERATIONS & ADMINISTRATIVE COMMITTEE



Resolution Executive Summary

Committee Date: Thursday, May 15, 2025

Committee: Operations & Administrative

Prepared By: Chris Dornbush

Document Title:

Resolution Authorizing Application For A Capital Assistance Grant For Paratransit Vehicle(s) Under The Illinois Department Of Transportation's General Authority To Make Such Grants

County Code:

Board Meeting Date: Thursday, May 22, 2025

Budget Information:

Was item budgeted? NA	Appropriation Amount: \$0
If not, explain funding source:	
ORG - OBJ - Project Code:	Budget Impact: NA

Background Information:

February 27, 2025 the County Board approved the Rural Winnebago County Public Transportation (RWCPT) Program for public transportation to citizens in the rural parts of Winnebago County. The Illinois Department of Transportation (IDOT) has a grant that will cover the costs of the 3 vehicles ADA compliant; 2 minivans (~\$124,000) and a light duty cutaway van (~\$70,000), in total has an estimated cost of \$194,000. The County partnered with Reagan Mass Transit District (Reagan MTD) to be the operator of the program on behalf of the County, which was Board approved February 27, 2025. Reagan MTD would carry the insurance for these vehicles. Anticipated arrival date for these would be the same as the program kick-off date, July 1, 2025.

Recommendation:

Winnebago County Administration supports offering public transportation services to the County citizens. The intent of offering this service is to make resources (appointments, shopping, etc.) more accessible to citizens that reside in rural parts of the County. This grant would cover the cost of the vehicles.

Contract/Agreement:

Legal Review:

Yes

Follow-Up:

Staff &/or Reagan Mass Transit District can provide updates to Committee and the County Board as requested or from time to time.

County Board Office

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

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

2025 CR _____

SUBMITTED BY: OPERATIONS AND ADMINISTRATIVE COMMITTEE

SPONSORED BY: KEITH MCDONALD

**RESOLUTION AUTHORIZING APPLICATION FOR A CAPITAL ASSISTANCE
GRANT FOR PARATRANSIT VEHICLE(S) UNDER THE ILLINOIS DEPARTMENT
OF TRANSPORTATION'S GENERAL AUTHORITY TO MAKE SUCH GRANTS**

WHEREAS, the provision and improvement of public transportation and specialized transportation for seniors and individuals with disabilities is essential to the development of a safe, efficient, functional transportation system; and

WHEREAS, the Illinois Department of Transportation (IDOT) has the authority to make such Grants and makes paratransit vehicles available to private non-profits, general public transportation systems or IDOT Certified Public Provider transportation systems providing specialized paratransit service; and

WHEREAS, Grants for said assets will impose certain obligations upon the recipient.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF WINNEBAGO COUNTY, ILLINOIS:

Section 1. That an application be made to the Office of Intermodal Project Implementation (OIP), Department of Transportation, State of Illinois, for a financial assistance grant under the Illinois Department of Transportation's general authority to make such Grants, for the purpose of off-setting certain public transportation facility capital costs of Winnebago County, Illinois.

Section 2. That Joseph V. Chiarelli, County Board Chairman of Winnebago County, Illinois is hereby authorized and directed to execute and file on behalf of Winnebago County, Illinois such application.

Section 3. That the Joseph V. Chiarelli, County Board Chairman of Winnebago County, Illinois is authorized to furnish such additional information as may be required by the Office of Intermodal Project Implementation in connection with the aforesaid application for said Grant.

Section 4. That Joseph V. Chiarelli, County Board Chairman of Winnebago County, Illinois is hereby authorized and directed to execute and file on behalf of Winnebago County, Illinois all required Grant Agreements with the Illinois Department of Transportation.

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

BE IT FURTHER RESOLVED, that the Clerk of the County Board is hereby directed to prepare and deliver certified copies of this Resolution to the Winnebago County Chief Operating Officer, County Chief Financial Officer, County Chief Strategic Officer, County Administrator, the County Auditor, and the County Finance Director.

Respectfully Submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

KEITH McDONALD, CHAIR

KEITH McDONALD, CHAIR

VALERIE HANSERD, VICE CHAIR

VALERIE HANSERD, VICE CHAIR

PAUL ARENA

PAUL ARENA

JOHN BUTITTA

JOHN BUTITTA

JOE HOFFMAN

JOE HOFFMAN

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this _____ day of _____ 2025.

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



JournalStar | Journal-Standard
Rockford Register Star

PO Box 631200 Cincinnati, OH 45263-1200

AFFIDAVIT OF PUBLICATION

Hope Edwards
Winnebago County Purchasing Dept.
404 Elm ST # 202
Rockford IL 61101-1245

STATE OF ILLINOIS, COUNTY OF WINNEBAGO


The Rockford Register Star, a secular newspaper, has been continuously published daily for more than fifty (50) weeks prior to the first publication of the attached notice, is published in the City of Rockford, County of Winnebago, Township of Rockford, State of Illinois, is of general circulation throughout that county and surrounding area, and is a newspaper as defined by 715 ILCS 5/5.

That the attached or annexed was published in the issue dated:


04/30/2025

and that the fees charged are legal.

Sworn to and subscribed before on 04/30/2025



Legal Clerk



Notary, State of WI, County of Brown



My commission expires

Publication Cost:	\$223.80	
Tax Amount:	\$0.00	
Payment Cost:	\$223.80	
Order No:	11263593	# of Copies:
Customer No:	886505	1
PO #:	WinCo Rural Transit	

THIS IS NOT AN INVOICE!

Please do not use this form for payment remittance.

VICKY FELTY
Notary Public
State of Wisconsin

Notice of Public Hearing
County of Winnebago,
Illinois

RE: State of Illinois Paratransit Vehicle Grant for most of unincorporated Winnebago County, inclusive of the Village of Durand, Village of Pecatonica, and the Village of Winnebago.

Notice is hereby given that a public hearing will be held by the County of Winnebago, Illinois.

Date: May 15 (Thursday), 2025

Time: 5:30 PM

Location: Winnebago County Administration Building, 404 Elm Street, Room 303, Rockford, IL, 61101

For the purpose of considering a project for which financial assistance is being sought from the Illinois Department of Transportation (IDOT), pursuant to IDOT's general authority to make such grants, and which is generally described as follows:

A. Description of project: Rural public transportation services for residents in the rural (western) portion of Winnebago County, inclusive of the Village of Durand, Village of Pecatonica, and the Village of Winnebago as of July 1, 2025. The fleet is seeking to include two (2) six (6) passenger minivans with a cumulative estimated cost of \$124,000, and one (1) twelve (12) passenger Light Duty Cutaway with an estimated cost of \$70,000.

B. This project will be included in a Consolidated Vehicle Procurement (CVP) Program undertaken by the State of Illinois on behalf of County of Winnebago, Illinois, with federal funds.

C. Relocation – Relocation Assistance will not be required.

D. Environment – This project is being implemented to minimize environmental impact.

E. Comprehensive Planning – This project is in conformance with comprehensive transportation planning in the area.

F. Seniors and Individuals with Disabilities – All new equipment included in this project will meet ADA-accessibility requirements for seniors and individuals with disabilities.

At the hearing, County of Winnebago, Illinois will afford an opportunity for interested persons or agencies to be heard with respect to the social, economic, and environmental aspects of the project. Interested persons may submit verbally or in writing, evidence and recommendations with respect to said project.

A copy of the application for a state grant for the proposed project for the intended service area will be made available public inspection at County of Winnebago, Illinois.

Contact Person: Chris

Dornbush

Phone: 815-319-4225

Email:

[boardoffice@admin.wincoill.g](mailto:boardoffice@admin.wincoill.gov)

[ov](mailto:boardoffice@admin.wincoill.gov)

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

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

2025 CR ____

**RESOLUTION AUTHORIZING EXECUTION AND AMENDMENT OF
SECTION 5311 GRANT AGREEMENT**

WHEREAS, the provision of public transit service is essential to the transportation of persons in the non-urbanized area; and

WHEREAS, 49 U.S.C. § 5311 (“Section 5311”), makes funds available to the State of Illinois to help offset certain operating deficits and administrative expenses of a system providing public transit service in non-urbanized areas; and

WHEREAS, the State of Illinois, acting by and through the Illinois Department of Transportation, is authorized by 30 ILCS 740/3-1 *et seq.* to provide the Section 5311 grant; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient, including the provision by it of the local share of funds necessary to cover costs not covered by funds provided under Section 5311.

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

Section 1: That an application be made to the Office of Intermodal Project Implementation, Department of Transportation, State of Illinois, for a financial assistance grant under Section 5311 for fiscal year 2025 for the purpose of off-setting a portion of the Public Transportation Program operating deficits of County of Winnebago, Illinois.

Section 2: That while participating in said operating assistance program, County of Winnebago, Illinois may provide local matching funds.

Section 3: That the Chairman of the County Board of the County of Winnebago, Illinois is hereby authorized and directed to execute and file on behalf of County of Winnebago, Illinois such application.

Section 4: That the Chairman of the County Board of the County of Winnebago, Illinois is authorized to furnish such additional information as may be required by the Office of

Intermodal Project Implementation and the Federal Transit Administration in connection with the aforesaid application for said grant.

Section 5: That the Chairman of the County Board of the County of Winnebago, Illinois is hereby authorized and directed to execute and file on behalf of County of Winnebago, Illinois a Section 5311 Grant Agreement (“Agreement”) with the Illinois Department of Transportation, and amend such Agreement, if necessary, in order to obtain grant assistance under the provisions of Section 5311 for fiscal year 2025.

Section 6: That the Chairman of the County Board of the County of Winnebago, Illinois is hereby authorized to provide such information and to file such documents as may be required to perform the Agreement and to receive the grant for fiscal year 2025.

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, Illinois is directed to prepare and deliver certified copies of this Resolution to the Winnebago County Chief Operations Officer, Chief Strategy Officer, County Finance Director, County Administrator, and the County Auditor.

Respectfully Submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

KEITH McDONALD, CHAIR

KEITH McDONALD, CHAIR

VALERIE HANSERD, VICE CHAIR

VALERIE HANSERD, VICE CHAIR

PAUL ARENA

PAUL ARENA

JOHN BUTITTA

JOHN BUTITTA

JOE HOFFMAN

JOE HOFFMAN

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Resolution was adopted by the County Board of the County of
Winnebago, Illinois this ____ day of _____ 2025.

ATTESTED BY:

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

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

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

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

2025 CO ____

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

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

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

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

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

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

Section 2: That the Chairman of the Winnebago County Board is hereby authorized and directed to execute and file on behalf of the County of Winnebago, Illinois a Grant Application to the Illinois Department of Transportation.

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

BE IT FURTHER ORDAINED, that this Ordinance shall be effective on its adoption.

BE IT FURTHER ORDAINED, that this Ordinance shall be in full force and effect immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Ordinance to the Winnebago County Chief Operations Officer, Chief Strategy Officer, County Finance Director, County Administrator, and the County Auditor.

Respectfully Submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

KEITH McDONALD, CHAIR

KEITH McDONALD, CHAIR

VALERIE HANSERD, VICE CHAIR

VALERIE HANSERD, VICE CHAIR

PAUL ARENA

PAUL ARENA

JOHN BUTITTA

JOHN BUTITTA

JOE HOFFMAN

JOE HOFFMAN

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this _____ day of _____ 2025.

ATTESTED BY:

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

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



Ordinance Executive Summary

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

Budget Information:

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

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

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

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

Recommendation: Administration concurs

Contract/Agreement: Not Applicable

Legal Review: Not Applicable

Follow-Up: Not Applicable

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

Sponsored by: John Butitta, Committee Chairman

Submitted by: Finance Committee

2023 CO 071

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

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

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

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

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

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

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

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

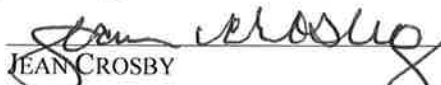
BE IT FURTHER ORDAINED, that this Ordinance shall be in full force and effect immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Ordinance to the Winnebago County Auditor, Treasurer, and County Engineer.

Respectfully Submitted,
FINANCE COMMITTEE

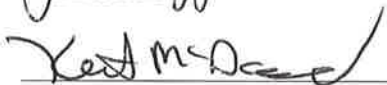
AGREE


JOHN BUTITTA, CHAIRMAN


JAIME SALGADO, VICE CHAIRMAN


JEAN CROSBY


JOE HOFFMAN


KEITH McDONALD


JOHN F. SWEENEY


MICHAEL THOMPSON

DISAGREE

JOHN BUTITTA, CHAIRMAN

JAIME SALGADO, VICE CHAIRMAN

JEAN CROSBY

JOE HOFFMAN

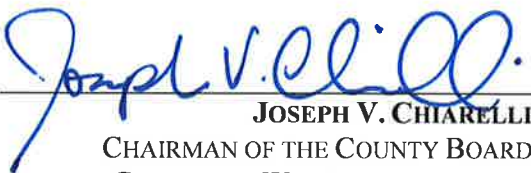
KEITH McDONALD

JOHN F. SWEENEY

MICHAEL THOMPSON

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

Winnebago, Illinois this 7th day of September 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

②②

Amend

COMMITTEE: FinanceSUBJECT: Ord. to Provide Public Trans.

	AYES	NAYES	PRESENT	ABSENT	ABSTAINED
1. ARENA, PAUL M.	✓				
2. BOOKER, AARON	✓				
3. BUTITTA, JOHN	✓				
4. CROSBY, JEAN	✓				
5. FELLARS, ANGELA	✓				
6. GORAL, ANGIE	✓				
7. GUEVARA, JOHN M.	✓				
8. HANSERD, VALERIE	✓				
9. HOFFMAN, JOE C.	✓				
10. LINDMARK, BRAD	✓				
11. MCCARTHY, KEVIN	✓				
12. MCDONALD, KEITH	✓				
13. NABORS, TIMOTHY	✓				
14. PENNEY, JOHN	✓				
15. SALGADO, JAIME J.	✓				
16. SCROL, CHRISTOPHER				✓	
17. SWEENEY, JOHN F.	✓				
18. TASSONI, DAVE	✓				
19. THOMPSON, MICHAEL J.	✓				
20. WEBSTER, JIM	✓				
TOTALS <i>unanimous vote</i>	19			1	

(22)

COMMITTEE: FinanceSUBJECT: Ord. to Provide Public Trans.

	AYES	NAYES	PRESENT	ABSENT	ABSTAINED
1. ARENA, PAUL M.	✓				
2. BOOKER, AARON	✓				
3. BUTITTA, JOHN	✓				
4. CROSBY, JEAN	✓				
5. FELLARS, ANGELA	✓				
6. GORAL, ANGIE	✓				
7. GUEVARA, JOHN M.	✓				
8. HANSERD, VALERIE	✓				
9. HOFFMAN, JOE C.	✓				
10. LINDMARK, BRAD	✓				
11. MCCARTHY, KEVIN	✓				
12. MCDONALD, KEITH	✓				
13. NABORS, TIMOTHY	✓				
14. PENNEY, JOHN	✓				
15. SALGADO, JAIME J.	✓				
16. SCROL, CHRISTOPHER	-			✓	
17. SWEENEY, JOHN F.	✓				
18. TASSONI, DAVE	✓				
19. THOMPSON, MICHAEL J.	✓				
20. WEBSTER, JIM	✓				
TOTALS <i>unanimous vote</i>	19			1	

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

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

2025 CR ____

**RESOLUTION AUTHORIZING EXECUTION OF THE ACCEPTANCE OF THE
SPECIAL WARRANTY (GRANT FOR RURAL TRANSPORTATION)**

WHEREAS, Section 5311 of the Federal Transit Act of 1964, as amended, makes funds available to help offset certain operating deficits of a system providing public transit service in non-urbanized areas; and

WHEREAS, 49 U.S.C. § 5333(b) requires that fair and equitable arrangements must be made to protect the interests of employees affected by such assistance as a condition of receipt of funds under Section 5311; and

WHEREAS, a simplified process for assuring employee protections that accommodates the needs of participants in the Section 5311 program has been agreed upon by the U.S. Department of Labor and the U.S. Department of Transportation by allowing execution of a Special Section 5333(b) Warranty for Section 5311 projects (Special Warranty), which the Secretary of Labor certified on May 31, 1979.

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

Section 1. That an application be made to the Office of Intermodal Project Implementation, Department of Transportation, State of Illinois, for a financial assistance grant under Section 5311 of the Federal Transit Act of 1964, as amended.

Section 2. As a condition of the receipt of Section 5311 funds, County of Winnebago, Illinois hereby agrees in writing to the terms and conditions of the Special Warranty (attached) regarding fair and equitable arrangements to protect the interests of employees affected by such assistance.

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, Illinois is directed to prepare and deliver certified copies of this Resolution to the Winnebago County Chief Operating Officer, County Chief Financial Officer, County Chief Strategic Officer, County Administrator, the County Auditor, and the County Finance Director.

Respectfully Submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

KEITH McDONALD, CHAIR

KEITH McDONALD, CHAIR

VALERIE HANSERD, VICE CHAIR

VALERIE HANSERD, VICE CHAIR

PAUL ARENA

PAUL ARENA

JOHN BUTITTA

JOHN BUTITTA

JOE HOFFMAN

JOE HOFFMAN

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this _____ day of _____ 2025.

ATTESTED BY:

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

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

Office of Intermodal Project Implementation
Section 5311 Application
Part II: Forms, Certifications, and Assurances

State Fiscal Year: 2025

Submitted by:

Legal Name of Applicant Agency: WINNEBAGO COUNTY

Table of Contents

Data Entry Form.....	3
Applicant's Certification of Intent	4
Board Resolution Authorizing Execution of Section 5311 Grant Agreement	5
Enabling Ordinance	6
Labor Protection (Section 5333(b) Warranty Acceptance)	7
Title VI Questionnaire	8
EEO Program Checklist.....	10
Lobbying Certification.....	12

Data Input Sheet

The Section 5311 Application requires the applicant to complete various certifications and assurances. These forms require the applicant to fill-in various repetitive fields in order to be complete. On this page, complete all fields and the various forms will be auto-populated with the correct values; the applicant only needs to print, sign, and scan the executed assurance.

IDOT has also converted Exhibit I and J, previously Excel spreadsheets, to the new fillable form. Note these exhibits are formatted for 11 x 17 ledger size paper.

Organization Status of the Applicant

Applicant is (select one): ☒ County ☐ City ☐ Mass Transit District

Information About the Applicant

Applicant Name

WINNEBAGO COUNTY

Name of Authorized Official to Execute Certifications:

Joseph V. Chiarelli

Title of Authorized Official to Execute Certifications:

Chairman, Winnebago County Board

Name of Applicant's Legal Counsel/Attorney:

Lafakeria Vaughn

Name of the Applicant's Contact to Discuss Application:

Chris Dornbush

Title of Applicant's Contact Person

Chief Operating Officer

Name of the Governing Board

Winnebago County Board

Information for Completing the Enabling Ordinance and Board Resolution:

Ordinance Number:	Number, Elected Governing Board	Members Present for Vote	Aye Votes to Ordinance	Nay Votes to Ordinance	Abstaining Votes to Ordinance
05082025	20				
	Day of Governing Board Adoption	Month of Governing Board Adoption	Year of Governing Board Adoption		
	8th	May	2025		

Applicant's Certification of Intent

Applicant's Name:	WINNEBAGO COUNTY		
Address 1:	404 Elm Street		
Address 2:	Room 533		
City:	Rockford	State	IL Zip Code 61101

Applicant's Contact Person		Title
Chris Dornbush		Chief Operations Officer
Phone	Fax	E-mail
(815) 319-4225		cdornbush@admin.wincoil.gov

The applicant hereby applies to the State of Illinois through the Illinois Department of Transportation, Office of Intermodal Project Implementation, for grants under Article II and Article III of the Downstate Public Transportation Act for operating and administrative assistance for public transportation service.

Officer or Official of the Applicant Organization

Signature	Date
<div></div>	<div></div>
Typed Name of Signature Above	
Joseph V. Chiarelli	

**RESOLUTION AUTHORIZING EXECUTION AND AMENDMENT OF
SECTION 5311 GRANT AGREEMENT**

WHEREAS, the provision of public transit service is essential to the transportation of persons in the non-urbanized area; and

WHEREAS, 49 U.S.C. § 5311 ("Section 5311"), makes funds available to the State of Illinois to help offset certain operating deficits and administrative expenses of a system providing public transit service in non-urbanized areas; and

WHEREAS, the State of Illinois, acting by and through the Illinois Department of Transportation, is authorized by 30 ILCS 740/3-1 *et seq.* to provide the Section 5311 grant; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient, including the provision by it of the local share of funds necessary to cover costs not covered by funds provided under Section 5311.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF WINNEBAGO COUNTY:

Section 1. That an application be made to the Office of Intermodal Project Implementation, Department of Transportation, State of Illinois, for a financial assistance grant under Section 5311 for fiscal year 2025 for the purpose of offsetting a portion of the Public Transportation Program operating deficits of WINNEBAGO COUNTY.

Section 2. That while participating in said operating assistance program, WINNEBAGO COUNTY will provide all required local matching funds.

Section 3. That the Chairman, Winnebago County Board of the WINNEBAGO COUNTY Winnebago County Board is hereby authorized and directed to execute and file on behalf of WINNEBAGO COUNTY such application.

Section 4. That the Chairman, Winnebago County Board of the WINNEBAGO COUNTY Winnebago County Board is authorized to furnish such additional information as may be required by the Office of Intermodal Project Implementation and the Federal Transit Administration in connection with the aforesaid application for said grant.

Section 5. That the Chairman, Winnebago County Board of the WINNEBAGO COUNTY Winnebago County Board is hereby authorized and directed to execute and file on behalf of WINNEBAGO COUNTY a Section 5311 Grant Agreement ("Agreement") with the Illinois Department of Transportation, and amend such Agreement, if necessary, in order to obtain grant assistance under the provisions of Section 5311 for fiscal year 2025.

Section 6. That the Chairman, Winnebago County Board of the WINNEBAGO COUNTY Winnebago County Board is hereby authorized to provide such information and to file such documents as may be required to perform the Agreement and to receive the grant for fiscal year 2025.

PRESENTED and ADOPTED this 8th day of May 2025.

Signature of Authorized Official

Date

Attest

--

--

--

Title

Chairman, Winnebago County Board

Public Transportation Applicant Ordinance

ORDINANCE NUMBER: 05082025

AN ORDINANCE TO PROVIDE PUBLIC TRANSPORTATION
IN WINNEBAGO COUNTY, ILLINOIS

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

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

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

NOW, THEREFORE, BE IT ORDAINED by the Chairman, Winnebago County Board and WINNEBAGO COUNTY that:

Section 1. WINNEBAGO COUNTY shall hereby provide public transportation within the county or counties limits.

Section 2. The clerk/secretary to the governing board of WINNEBAGO COUNTY shall file a certified copy of this Ordinance, within sixty days after passage of this ordinance.

Section 3. This Ordinance shall be in full force and effect from and after its passage and approval, as required by law.

Section 4. That the Chairman, Winnebago County Board of the WINNEBAGO COUNTY Winnebago County Board is hereby authorized and directed to execute and file on behalf of WINNEBAGO COUNTY a Grant Application to the Illinois Department of Transportation.

Section 5. That the Chairman, Winnebago County Board of the WINNEBAGO COUNTY Winnebago County Board is hereby authorized and directed to execute and file on behalf of WINNEBAGO COUNTY all required Grant Agreements with the Illinois Department of Transportation.

PASSED by the Chairman, Winnebago County Board and the Winnebago County Board on the 8th of May 2025, and deposited and filed in the office of the clerk/secretary on that date.

Elected Board Members: 20

Members Present at Vote:

Members Voting "Aye": Members Voting "Nay": Members Abstaining:

Signature of

Date

--	--

Acceptance of the Special Warranty

WHEREAS, Section 5311 of the Federal Transit Act of 1964, as amended, makes funds available to help offset certain operating deficits of a system providing public transit service in non-urbanized areas; and

WHEREAS, 49 U.S.C. § 5333(b) requires that fair and equitable arrangements must be made to protect the interests of employees affected by such assistance as a condition of receipt of funds under Section 5311; and

WHEREAS a simplified process for assuring employee protections that accommodates the needs of participants in the Section 5311 program has been agreed upon by the U.S. Department of Labor and the U.S. Department of Transportation by allowing execution of a Special Section 5333(b) Warranty for Section 5311 projects (Special Warranty), which the Secretary of Labor certified on May 31, 1979;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF WINNEBAGO COUNTY:

Section 1. That an application be made to the Office of Intermodal Project Implementation, Department of Transportation, State of Illinois, for a financial assistance grant under Section 5311 of the Federal Transit Act of 1964, as amended.

Section 2. As a condition of the receipt of Section 5311 funds, WINNEBAGO COUNTY hereby agrees in writing to the terms and conditions of the Special Warranty (attached) regarding fair and equitable arrangements to protect the interests of employees affected by such assistance.

PASSED by the Winnebago County Board on the 8th day of May 2025.

Signature of Authorized Official

Date

--	--

Authorized Official's Name Typed

Joseph V. Chiarelli



Title VI Subrecipient's Questionnaire

As a recipient of Federal grant funding, the Illinois Department of Transportation (IDOT) is required to ensure that all subrecipients are in compliance with Title VI of the Civil Rights Act of 1964 rules, regulations, and Executive Orders, which govern Title VI on Federally-funded project. To ensure that subrecipient of Federal Transit Administration funding are in compliance with these requirements, your organization must complete the following questionnaire in its entirety.

If you have questions on how to complete this form, please contact the Illinois Department of Transportation, Bureau of Civil Rights, Room 317, 2300 S. Dirksen Parkway, Springfield, IL 62764 or call (217) 782-2762.

Legal Name of Applicant	Date of Report
WINNEBAGO COUNTY	May 1, 2025

PART 1: TITLE VI PLAN & COMPLAINT PROCEDURES		
1.	Does your organization have a Title VI Program?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
A.	If "Yes," does your organization's Title VI Program include:	
(i)	A Title VI notice to the public that indicates the applicant complies with Title VI, and informs members of the public of the protections against discrimination afforded to them by Title VI.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(ii)	Instructions to the public regarding how to file a Title VI discrimination complaint?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(iii)	A list of any public transportation-related Title VI investigations, complaints, or lawsuits filed with the recipient since the time of the last submission?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(iv)	A public participation plan that includes an outreach plan to engage minority and limited English proficient populations, as well as a summary of outreach efforts made since the last Title VI Program submission?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(v)	A copy of the recipient's plan for providing language assistance to persons with limited English proficiency?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(vi)	A table depicting the racial breakdown of the membership of transit-related, non-elected planning boards, advisory councils or committees, or similar bodies (whose membership is selected to the applicant)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(vii)	If the applicant has constructed a transit facility, a copy a copy of the Title VI equity analysis conducted during the planning stage with regard to the location of the facility?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2.	Does your system operate fixed route services?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
A.	If "Yes," does your organization's Title VI Program include:	
(i)	System-wide service standards for vehicle load factors, vehicle headways, on-time performance, and service availability?	<input type="checkbox"/> Yes <input type="checkbox"/> No
(ii)	System-wide service policies for the distribution of transit amenities and vehicle assignment?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you answered "Yes" above, then you must submit a copy of your organization's Title VI Program as part of the application process.

If "No," in the space provided below, please explain how your organization plans to meet its Title VI Program obligations.

Not applicable. Applicant has a Title VI policy, but does not have a fixed transit route.

PART 2: NON-DISCRIMINATION POLICY & STATEMENT

Does your organization have a non-discrimination policy that is incorporated into a Statement of Nondiscrimination?



Yes



No

If your answered "Yes" above, then you must submit a copy of your organization's nondiscrimination policy statement as part of the application process.

If "No," in the space provided below, please explain.

This text box will expand; type as much as necessary. Expansion will occur after tabbing to the next field.

PART 3: Title VI Coordinator/Specialists

Does your organization have a person employed who is responsible for handling civil rights issues and/or a Title VI Coordinator/Specialist?



Yes



No

If "Yes," then please provide the following information about the Title VI employee:

Name

Title

Mailing Address

City

State

Zip

Telephone

IL

SIGNATURE OF AUTHORIZED REPRESENTATIVE

By signing below, i certify that I am authorized to sign this questionnaire on behalf of my organization, and that the information contained in this report is accurate and complete to the best of my knowledge.

Signature

Date

Printed Name

Printed Title

Equal Employment Opportunity (EEO) Checklist

(page 1 of 2)

EEO Overview

Since 1977, USDOT has required recipients and subrecipients of transit funding meeting certain criteria to establish Equal Employment Opportunity (EEO) Programs and to comply with applicable laws and regulations.

FTA is responsible for ensuring that its recipients do not engage in employment discrimination:

A person may not be excluded from participating in, denied a benefit of, or discriminated against under, a project, program, or activity receiving financial assistance under this chapter because of race, color, religion, national origin, sex, disability, or age (49 U.S.C. § 5332(b)).

This provision applies to employment opportunities and supplements employment protections found in Title VI of the Civil Rights Act of 1964 (Title VI). The Title VI regulations prohibiting employment discrimination are found at 49 CFR § 21.5(c) - Nondiscrimination in Federally Assisted Programs of the Department of Transportation. It is important to note that while Title VI and 49 CFR Part 21 only prohibit discrimination based on race, color, and national origin, Federal Transit Laws (49 U.S.C. § 5332) includes protections on the basis of religion, sex, disability, and age. In this context, the term 'sex' includes pregnancy, childbirth, or related medical conditions; gender identity; and sexual orientation.

Title VII of the Civil Rights Act of 1964 (Title VII), as amended by the Equal Employment Opportunity Act of 1972 and the Civil Rights Act of 1991, prohibits discrimination on the basis of race, color, religion, national origin, or sex in all institutions with 15 or more employees -- including state and local governments and labor organizations. (42 U.S.C. §§ 2000e et seq.) Title II of the Genetic Information Nondiscrimination Act of 2008 (GINA) applies to private employers and state and local government employers with at least 15 employees, regardless of whether they receive federal financial assistance. It prohibits covered employers from discriminating on the basis of an applicant's or employee's genetic information (such as the results of genetic tests or family medical history), generally prohibits employers from acquiring genetic information of applicants and employees, and requires employers to keep genetic information confidential, with very limited exceptions. The U.S. Equal Employment Opportunity Commission (EEOC) is the enforcement authority for Title VII and provides official interpretation of employment laws that prohibit discrimination as outlined in 29 CFR Part 1600. EEOC enforces not only Title VII and GINA, but also the Equal Pay Act of 1963, the Age Discrimination in Employment Act of 1967, Title I of the Americans with Disabilities Act of 1990, Sections 501 and 505 of the Rehabilitation Act of 1973. FTA defers to the most current regulations and guidance issued by EEOC when making complaint and compliance determinations. EEOC regulations and guidance are incorporated by reference.

The FTA Master Agreement requires all applicants, recipients, subrecipients, and contractors receiving FTA funding to comply with applicable Federal civil rights laws and regulations and to follow applicable Federal guidance. Any FTA applicant, recipient, subrecipient, and contractor who meet both of the following threshold requirements must implement all of the EEO Program elements:

- Employs 100 or more transit-related employees; and
- Requests or receives capital or operating assistance in excess of \$1 million in the previous Federal fiscal year, or
- Requests or receives planning assistance in excess of \$250,000 in the previous Federal fiscal year.

Agencies between 50 -99 transit-related employees are required to prepare and maintain an EEO Program that includes the Statement of Policy, dissemination plan, designation of personnel, assessment of employment practices, and a monitoring and reporting system. These smaller agencies are not required to conduct a utilization analysis with goals and timetables or to submit the EEO Program to FTA every four years. Instead, these agencies will be required to provide the EEO Program to FTA if requested by the Office of Civil Rights or for any State Management Review or Triennial Review.

This Circular applies to state-administered programs covered by Federal Transit Laws and FTA Master Agreement funding categories such as seniors, persons with disabilities, and rural assistance programs funded under Enhanced Mobility of Seniors and Individuals with Disabilities (49 U.S.C. § 5310), Formula Grants for Rural Areas (49 U.S.C. § 5311), Bus and Bus facilities (49 U.S.C. § 5339), and other specialized grant programs funded through FTA.

FTA applicants, recipients, subrecipients, and contractors who do not meet the EEO Program threshold above are not required to submit an EEO Program to FTA, but are still required to comply with all Equal Employment Opportunity statutes and regulations.

Equal Employment Opportunity (EEO) Checklist

(page 2 of 2)

Every four years, on a date determined by FTA, each recipient that meets the threshold described in section 1.4 of this Circular, is required to submit the following information to the Federal Transit Administration (FTA) as part of its EEO Program. Subrecipients of Section 5311 funding must submit the information below to the primary recipient (IDOT), on a schedule to be determined by IDOT.

☐ **Full EEO Program Requirements**

Any applicant, recipient, subrecipient, and contractor who:

- Employs 100 or more-transit related employees; and
- Requests or receives capital or operating assistance in excess of \$1 million in the previous Federal fiscal year;
- OR -
- Requests or receives planning assistance in excess of \$250,000 in the previous Federal fiscal year

Must submit the full EEO Program, including the following elements, every year, to IDOT, as required:

- ☐ Statement of Policy
- ☐ Dissemination Plan
- ☐ Designation of Responsible Personnel
- ☐ Utilization Analysis
- ☐ Goals and Timetables
- ☐ Assessment of Employees' Practices
- ☐ Monitoring and Reporting Plan

☐ **Abbreviated EEO Program Requirements**

Any applicant, recipient, subrecipient, and contractor who:

- Employs 50 - 99 or more-transit related employees; and
- Requests or receives capital or operating assistance in excess of \$1 million in the previous Federal fiscal year;
- OR -
- Requests or receives planning assistance in excess of \$250,000 in the previous Federal fiscal year

Must submit the abbreviated EEO Program, including the following elements, to IDOT, as required:

- ☐ Statement of Policy
- ☐ Dissemination Plan
- ☐ Designation of Responsible Personnel
- ☐ Assessment of Employees' Practices
- ☐ Monitoring and Reporting Plan

☒ **Not Applicable (based on above stated requirements)**

Submit this completed checklist with your application.

**CERTIFICATION AND RESTRICTIONS ON LOBBYING
(For Federal Funding Over \$100,000)**

I, Joseph V. Chiarelli, Chairman, Winnebago County Board, hereby certifies on behalf of WINNEBAGO COUNTY that:

No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

If any funds other than federal appropriated funds have been paid or will be paid to any person influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this certification and understands that the provisions of 31 U.S.C. Section 3801, et seq., are applicable thereto.

Name of Applicant/Subrecipient

WINNEBAGO COUNTY

Type or Print Name of Authorized Official

Joseph V. Chiarelli

Signature

Date



Resolution Executive Summary

Committee Date: Thursday, May 15, 2025

Committee: Operations & Administrative

Prepared By: Lafakeria Vaughn, Chris Dornbush

Document Title:

Resolution To Approve The Intergovernmental Agreement For The Public Safety Building By And Between The County of Winnebago And The City Of Rockford

County Code:

Illinois Intergovernmental Cooperation Act, 5 ILCS 200/1 *et seq.*

Board Meeting Date:

Thursday, May 22, 2025

Budget Information:

Was item budgeted? NA	Appropriation Amount: \$0
If not, explain funding source:	
ORG - OBJ - Project Code:	Budget Impact: NA

Background Information:

The Public Safety Building (PSB) was constructed in 1974 pursuant to a Memorandum of Understanding and Agreement by and between the County and the City of Rockford (City). In January of 1985 the County and City entered into an IGA to establish management of the building and its services, functions, and facilities. This also outlined interests in ownership for equipment and furnishings with operational costs associated. April 2015, a new IGA was created for a lease, demolition of the PSB site to grade level, not including the adjacent maintenance garage, and transfer. This established roles and responsibilities related to the costs, construction, deconstruction, and operations of the PSB due to shared ownership. Due to the 2015 IGA, in 2017 the County became the equitable owner of the property and the City leased space from the County. March 2019, the County exercised its termination clause within the lease which became effective March of 2020. No deconstruction of the building occurred after 2020. This new IGA (2025) encompasses the transfer of the building ownership from the City to the County, vacation of S. Court St. between W. State St. and Elm St., and the waiving of Rockford permit fees for the renovation of the PSB that is currently underway.

Recommendation:

Winnebago County Administration supports the building transfer of ownership and the vacation of South Court Street, under the PSB to have individual ownership of the building and property.

Contract/Agreement:

Yes

Legal Review:

Yes

Follow-Up:

NA

County Board Office

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

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

2025 CR _____

SUBMITTED BY: OPERATIONS AND ADMINISTRATIVE COMMITTEE

SPONSORED BY: KEITH MCDONALD

**RESOLUTION TO APPROVE THE INTERGOVERNMENTAL AGREEMENT FOR
THE PUBLIC SAFETY BUILDING BY AND BETWEEN THE COUNTY OF
WINNEBAGO AND THE CITY OF ROCKFORD**

WHEREAS, the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, as amended (hereinafter “the Act”), authorizes public agencies to exercise any power or powers, privileges or authority which may be exercised by such public agency individually to be exercised and enjoyed jointly with any other public agency in the State of Illinois; and

WHEREAS, the County of Winnebago, Illinois (hereinafter, “County”) and the City of Rockford, Illinois (hereinafter, “City”) are both “units of local government” as defined in Article 7, Section 1 of the Constitution of the State of Illinois and are “public agencies” as defined in Section 2 of the Act; and

WHEREAS, the Public Safety Building (hereinafter, “PSB”) was constructed in 1974 pursuant to a Memorandum of Understanding and Agreement by and between the County and City; and

WHEREAS, on or about January 25, 1985, the County and City entered into an Intergovernmental Agreement (hereinafter “1985 IGA”), in part, to establish a plan for functional management of the building and its services, operations, functions, and facilities. The 1985 IGA also outlined the ownership interests of all equipment and furnishings and the division of operational costs; and

WHEREAS, in late April 2015, the Parties entered into a new IGA (hereinafter “2015 IGA”) for the lease, demolition and transfer of the PSB and set forth the roles and responsibilities of the County and City as it related to the costs, construction, deconstruction, and operations for the PSB due to the equal ownership share in the land and the PSB facility; and

WHEREAS, on or about March 15, 2019, the County exercised its right to terminate the lease pursuant to Section 5(G) of the 2015 IGA, with an effective date of March 15, 2020. Subsequently, the City relocated all of its existing functions within the PSB; and

WHEREAS, the County did not proceed with the demolition plans for the PSB. After much consideration, the County now seeks to repurpose the PSB, rather than demolish the building. Thus, in order to move forward with the new plans for the PSB, which includes the City perfecting title transfer of its respective parcels to the County, the County and City desire to enter in to a new IGA to formalize their responsibilities.

NOW, THEREFORE BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois that the Winnebago County Board Chairman, is authorized and directed to, on behalf of the County of Winnebago, Illinois, to execute the attached Intergovernmental Agreement for the Public Safety Building (PSB) by and between the County of Winnebago, Illinois and the City of Rockford, Illinois.

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

BE IT FURTHER RESOLVED, that the Clerk of the County Board is hereby directed to prepare and deliver certified copies of this Resolution to the Winnebago County Chief Operating Officer, County Chief Financial Officer, County Administrator, the County Auditor, and the County Finance Director.

Respectfully Submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

<hr/> KEITH McDONALD, CHAIR	<hr/> KEITH McDONALD, CHAIR
<hr/> VALERIE HANSERD, VICE CHAIR	<hr/> VALERIE HANSERD, VICE CHAIR
<hr/> PAUL ARENA	<hr/> PAUL ARENA
<hr/> JOHN BUTITTA	<hr/> JOHN BUTITTA
<hr/> JOE HOFFMAN	<hr/> JOE HOFFMAN
<hr/> MICHAEL THOMPSON	<hr/> MICHAEL THOMPSON
<hr/>	<hr/>

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this _____ day of _____ 2025.

ATTESTED BY:

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

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

INTERGOVERNMENTAL AGREEMENT
FOR THE PUBLIC SAFETY BUILDING (PSB)

This Intergovernmental Agreement (hereinafter “Agreement”) is made this _____ day of _____, 2025, by and between the City of Rockford, Illinois, a municipal corporation (hereinafter “City”) and the County of Winnebago, Illinois, a body politic and corporate, (hereinafter “County”). The City and County are collectively referred to herein as “Parties” or individually as a “Party”.

RECITALS

A. The City of Rockford, Illinois is a duly organized and existing municipal corporation create under the provisions of the laws of the State of Illinois, and is now operating under and pursuant to the provisions of the Municipal Code, as amended (65 ILCS 5/1 *et seq.*; the Municipal Code”), is a “unit of local government” as defined in Article 7, Section 1 of the Constitution of the State of Illinois, and is a “public agency” as defined in Section 2 of the Intergovernmental Cooperation Act, as amended, 5 ILCS 220/1 *et seq.* (hereinafter “the Act”).

B. The County of Winnebago, Illinois is a duly organized and existing county created under the provision of the Counties Code, as amended (55 ILCS 5/1 *et seq.*; “the Counties Code”), is a “unit of local government” as defined in Article 7, Section 1 of the Constitution of the State of Illinois, and is a “public agency” as defined in Section 2 of the Act.

C. Section 3 of the Intergovernmental Cooperation Act provides that “[a]ny power or powers, privileges, functions or authority exercised or which may be exercised by a public agency of this State may be exercised, combined, transferred and enjoyed jointly with any other public agency of this State...”

D. Section 5 of the Act provides that “[a]ny one or more public agencies may contract with any one or more other public agencies to perform any governmental services, activity or undertaking or to combine, transfer, or exercise any powers, functions, privileges, or authority which any of the public agencies entering into the contract is authorized by law to perform, provided that such contract shall be approved by the governing bodies of each party to the contract and except where specifically and expressly prohibited by law. Such contract shall set forth fully the purposes, powers, rights, objectives and responsibilities of the contracting parties.”

E. The Public Safety Building (hereinafter “PSB”) was constructed in 1974 pursuant to a Memorandum of Understanding and Agreement by and between the City and County.

F. On or about January 25, 1985, the Parties entered into an Intergovernmental Agreement (hereinafter “1985 IGA”), in part, to establish a plan for functional management of the building and its services, operations, functions, and facilities. The 1985 IGA also outlined the ownership interests of all equipment and furnishings and the division of operational costs.

G. In late April 2015, the Parties entered into a new IGA (hereinafter “2015 IGA”) for the lease, demolition and transfer of the PSB. See attached Exhibit A. The Parties mutually agreed that it was in the best interest of the public and the collective taxpayers that the PSB be de-

commissioned and demolished to at-grade, thereby leaving the parking structure, along with the building uses below grade, including the tunnel connection from the County Courthouse to the Winnebago County Criminal Justice Center. The vehicle maintenance garage adjacent to the PSB would remain.

H. The 2015 IGA set forth the roles and responsibilities of the Parties as it related to the costs, construction, deconstruction, and operations for the PSB due to the equal ownership share in the land and the PSB facility.

I. Pursuant to the 2015 IGA, in 2017 the County became equitable owner of the property and the City leased space in the PSB from the County.

J. On or about March 15, 2019, the County exercised its right to terminate the lease pursuant to Section 5(G) of the 2015 IGA, with an effective date of March 15, 2020. Subsequently, the City relocated all of its existing functions within the PSB.

K. The County did not proceed with the demolition plans for the PSB. After much consideration, the County now seeks to repurpose the PSB, rather than demolish the building. Thus, in order to move forward with the new plans for the PSB, which includes the City perfecting title transfer of its respective parcels to the County, the Parties desire to enter in to this Agreement to formalize the Parties' responsibilities.

NOW, THEREFORE, in consideration of the above recitals, and the mutual covenants, terms and provisions contained herein, the Parties agree as follows:

1. **RECITALS.** The above recitals are incorporated in this Agreement by this reference and made a part of this Agreement.
2. **CURRENT PSB OWNERSHIP STATUS.** The PSB facility is approximately 186,000 square feet, of which 142,000 is above-grade on three (3) levels. The first floor above-grade structure of the PSB is bisected by Court Street, a 66-foot public right-of-way running north-south and owned by the City. Approximately one-third (1/3) of the basement, and 2nd — 4th floors of the PSB is beneath and over the Court Street right-of-way. Parcel A, which is approximately 1.14 acres of property and is located west and adjacent to the Court Street right-of-way. The vehicle maintenance garage is located on Parcel A, along with the substructure of the PSB, and approximately one-third (1/3) of the above-grade PSB structure. Approximately one-third (1/3) of the substructure and above-grade structure of the PSB lies beneath a portion of Parcel B, which is two (2) acres of property that is owned by the County and is located east and adjacent to the Court Street right-of-way. Parcel A, Parcel B, and the Court Street right-of-way are further depicted and described in Exhibit A, which is attached hereto and made a part of this Agreement.

3. **CITY RESPONSIBILITIES**

- a. Subject to Rockford City Council approval, the City will perfect conveyance of the title to the PSB property to the County. Specifically, the City's title conveyance shall include the PSB structure, along with the vehicle maintenance garage and its accompanied real estate ownership of Parcel A, via a Quit Claim Deed. The City will also relinquish its ownership and rights-of-way of Court Street by vacating Court Street between West State Street and Elm Street. See the map attached as Exhibit A. The City will collaborate with the County to effectuate the transfer of the City owned parcels to the County.
- b. Upon submittal of appropriate building permits for repurposing the building, the City will waive building plan review and permit fees for the initial remodeling.

4. **COUNTY RESPONSIBILITIES**

- a. Subject to Winnebago County Board approval, the County will accept title conveyance of the City owned parcels pursuant to a Quit Claim Deed, as outlined in Exhibit A.
- b. The County will collaborate with the City to effectuate the transfer of the City owned parcels to the County.

5. **EFFECTIVE DATE.** This Agreement shall be in full force and effect as of the date written above.

6. **ENTIRE AGREEMENT.** This Agreement (including each Exhibit attached hereto, which is hereby incorporated herein by reference) constitutes the entire Agreement between the parties hereto and it supersedes all prior agreements, negotiations and discussions between the parties relative to the subject matter hereof. Any amendments shall be by written instrument executed by the parties hereto, acting therein by their duly authorized representatives.

7. **INDEMNIFICATION.** Each party to this Agreement shall indemnify and hold harmless the other party to this Agreement against all claims, suits, costs, expenses, judgments, and attorney's fees caused or occasioned by the actions or omissions of the offending party or their employees, officials or agents, with respect to the performance of this Agreement. Either party hereto which contracts with a third-party service provider to effectuate the purposes of this Agreement shall be solely and exclusively liable to the non-contracting party for any actions of the third-party service provider and shall indemnify and hold harmless the non-contracting party as set forth above. The contracting party shall also bear all costs of said contracts. The indemnification in this Agreement shall only benefit the parties to this Agreement and are not intended to benefit any third party. Further, nothing in this Agreement shall limit the ability of a party to seek recovery from a third-party contractor for damages sustained or occasioned by that third party.

8. **NOTICES.** All notices, approvals, demands, requests or other documents required or permitted under this Agreement, shall be in writing and shall be deemed properly given if hand delivered or sent by nationally recognized overnight carrier or mailed by certified mail, postage prepaid, return receipt requested, to the following addresses:

If to the COUNTY:

Winnebago County
Attn: Patrick Thompson, County Administrator
Winnebago County Administration Building
404 Elm Street, Room 533
Rockford, Illinois 61101

If to the CITY:

City of Rockford
Attn: Todd Cagnoni, City Administrator
425 E. State Street, 8th floor
Rockford, Illinois 61104

Receipt of any notice shall be effective upon receipt, if delivered personally, or one (1) day after mailing if sent by overnight carrier, or three (3) days after deposit in the United States mail, with proper postage and properly addressed.

9. **GOVERNING LAW.** The Parties agree this Agreement has been executed and delivered in Illinois and that their relationship and any and all disputes, controversies or claims arising under this Agreement shall be governed by the laws of the State of Illinois. The parties further agree that the exclusive venue for all such disputes shall be the Circuit Court of the 17th Judicial Circuit of Winnebago County, Illinois.
10. **HEADINGS.** Sections and other headings contained in this Agreement are for reference purposes only and are not intended to describe, interpret, define or limit the scope, extent or intent of this Agreement or any provision hereof.
11. **SEVERABILITY.** If any provisions, covenants, agreements or portions of this Agreement or its application to any person, entity or property is held invalid, such invalidity shall not invalidate any other portion of this Agreement. The Parties intend to be bound to this agreement even in the event that a portion of the agreement is declared invalid, in accordance with law.
12. **COUNTERPARTS.** This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.

13. **WAIVERS.** No terms or provisions hereof shall be deemed waived and no breach excused, unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. Any consent by any party to, or waiver of, a breach by the other, whether express or implied, shall not constitute consent to, waiver of, or excuse for any other different or subsequent breach.
14. **NO WARRANTIES/REPRESENTATIONS.** The City represents that the property is being sold 'as is' and 'where is' with all faults, known or unknown, and City makes no warranties, express or implied, regarding the condition, title, or suitability of the property for any particular purpose. The County acknowledges that they have conducted their own inspection of the property and are not relying on any representations made by the City regarding the property's condition or fitness for use.
15. **AUTHORITY.** The County and City each warrant to the other that they have the authority to enter into this Agreement and that the person or persons executing this Agreement on their behalf has been duly authorized to act as the representative or officer of each respective party in affixing their signatures to the Agreement. The County and City hereto agree to sign such documents, enact such ordinances or resolutions, or perform such further obligations as may be necessary to effectuate the purposes of this Agreement.

<signature page follows>

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives.

COUNTY OF WINNEBAGO, ILLINOIS
a body politic and corporate

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

ATTEST:

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

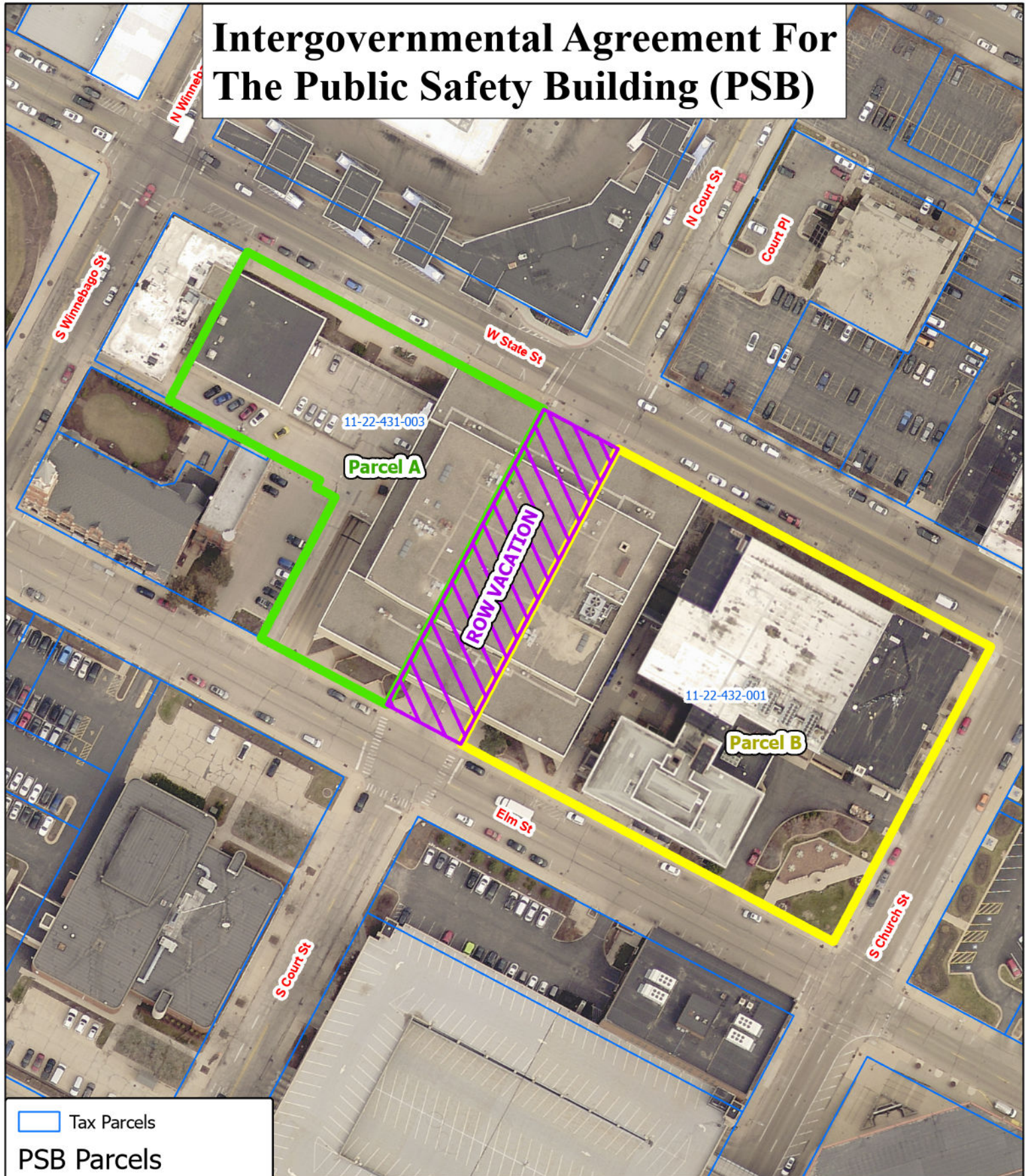
CITY OF ROCKFORD, ILLINOIS
a municipal corporation

Thomas P. McNamara
Mayor

ATTEST:

Angela L. Hammer
Interim City Legal Director

Intergovernmental Agreement For The Public Safety Building (PSB)



- Tax Parcels
- PSB Parcels**
- Parcel A 1.14 Acres
- Parcel B 2.00 Acres
- Public R.O.W. to be Vacated 0.40 Acres

1 inch equals 100 feet

Map Created: 2/7/2025



ORDINANCE NO. 1985-22-0

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROCKFORD,
ILLINOIS, That:

By passage and approval of this Ordinance, the Mayor and
Legal Director be instructed to execute the attached INTERGOVERNMENTAL
AGREEMENT WITH THE COUNTY OF WINNEBAGO, ILLINOIS FOR THE OPERATION
AND MANAGEMENT OF THE PUBLIC SAFETY BUILDING, effective January 16, 1985.

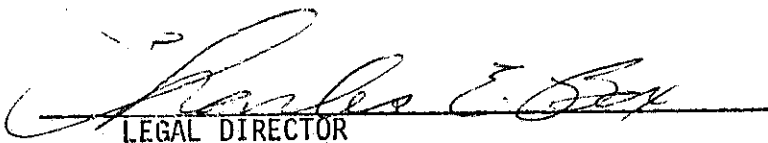
All orders, resolutions, or ordinances in conflict herewith
are hereby repealed insofar as such conflict exists and this Ordinance
shall take effect immediately upon its passage and approval.

A full, true and complete copy of this Ordinance shall be
published within ten (10) days after passage in pamphlet form by and
under authority of the Corporate Authorities.

APPROVED:

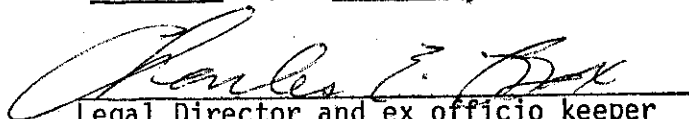

MAYOR

ATTESTED:


LEGAL DIRECTOR

PASSED: Jan. 14, 1985
APPROVED: January 23, 1985
PUBLISHED: January 24, 1985

ATTESTED AND FILED in my office this 24th day of January, 1985
and published in pamphlet form this 24th day of January, 1985


Legal Director and ex officio keeper
of the Records and Seal.

Published in pamphlet form this 24th day of January, 1985, by
order of the City Council of the City of Rockford, Illinois.

THIS AGREEMENT is made this 16th day of
January, 1985, between

THE CITY OF ROCKFORD,
A Unit of Local Government located in
the County of Winnebago, Illinois,
hereinafter referred to as....."City"

-and-

THE COUNTY OF WINNEBAGO,
A Unit of Local Government with its
County Seat in Rockford, Illinois,
hereinafter referred to as....."County".

W I T N E S S E T H :

WHEREAS, Article VII, Section 10(a), of the 1970 Constitution of the State of Illinois provides that "Units of Local Government" may jointly contract or otherwise associate to obtain or share services and to exercise, combine, or transfer any power or function not prohibited by law or ordinance; and

WHEREAS, Article VII, Section 10(a), of the 1970 Constitution of the State of Illinois further provides that units of local government may use their credit, revenues, and other resources to pay costs and to service debt related to intergovernmental activities; and

WHEREAS, the parties are entering into this Agreement pursuant to and in accordance with the aforesaid Constitutional authorities; and

WHEREAS, pursuant to a Memorandum of Understanding and Agreement in Respect to Construction, Use, and Maintenance of City of Rockford-County of Winnebago Public Safety Building dated January 25, 1974, the parties have caused a Public Safety Building to be constructed; and

WHEREAS, the parties hereto had, pursuant to appropriate Resolutions or Ordinances previously adopted, determined that it was proper, necessary, and for the best public interest that a Public Safety Building Governing Board be established, which Governing Board was therein charged

with the objective of management of the facility through cooperation, coordination, and the operation of joint services and functions; and

WHEREAS, the parties hereto on or about June 15, 1976, entered into an Agreement establishing a joint Public Safety Building Governing Board (hereinafter referred to as the "Governing Board") to manage the building, its services, operations, functions, and facilities; and

WHEREAS, said Agreement contained a provision whereby the Governing Board and/or the City and County could determine that there is no longer a public need for the services of the Governing Board or that its continued operation is impractical and, if such conditions exist, that the Governing Board would discontinue its services and wind up its affairs; and

WHEREAS, the Governing Board and the parties hereto have determined that it is proper, necessary, and in the best public interest to discontinue the operation and management of the Public Safety Building by the Governing Board and that a plan be established for functional management of the building and its services, operations, functions, and facilities;

NOW, THEREFORE, pursuant to and in accordance with appropriate Resolutions and Ordinances of the parties, the parties, in consideration of the mutual promises, covenants, agreements, and warranties herein contained, do promise, covenant, agree, and warrant as follows:

I. DEFINITIONS:

- A. "Governing Board" means management board of the Public Safety Building.
- B. "Public Safety Building" means the joint building project of the City and County to improve public safety services through intergovernmental cooperation.
- C. "Joint Services" means those services rendered to building tenants or users, such as building and vehicle maintenance.
- D. "Joint Functions" means the support services of communications, records, a photograph processing laboratory.

- E. "Management" means the control, direction, planning, guidance, and administration of a service and/or function to achieve goals.
- F. "Supervision" means to oversee the operation of delegated responsibility.
- G. "Operation" means the routine functioning of a department or service.
- H. "Unit Costs" means those costs charged to users of a service based upon the actual output units rather than upon the overall cost of producing the service.
- I. "Users" means any group, agency, department, or individual utilizing the services or facilities of the Public Safety Building.
- J. "Tenants" means those departments, agencies, or offices of the City of Rockford, County of Winnebago, and any other departmental agencies or offices occupying space in the Public Safety Building.
- K. "Chief" means the Chief of Police of the City of Rockford, or his designee.
- L. "Sheriff" means the Sheriff of Winnebago County, Illinois, or his designee.
- M. "Joint Areas" means space that is used by both City and County and include, but are not limited to, the firing range, exercise areas, classrooms.
- N. "Director" means Director of Public Works of the City of Rockford, or his designee.

II. RECORDS CENTER:

The City and County shall continue to own all equipment and furnishings as tenants in common in the Record Center.

The City shall be responsible for the management and operation of the Records Center and all of its employees, equipment, furnishings, and supplies. All employees of the Governing Board who are presently assigned to the Records Center shall become employees of the City.

The City shall take control of all equipment, supplies, and furnishings, and shall supervise all employees in the Record Center. A complete list of

the computers, equipment and furnishings located in the Record Center are shown on Exhibit A.

The City and County shall determine from time to time the appropriate division of the actual total costs of the operation of the Record Center. Said costs shall include, but shall not be limited to, employee salaries, employee benefits, contractual services, supplies, purchase, repair and replacement of equipment and furnishings.

The City shall use its established bidding and purchasing policies for the acquisition of equipment, supplies, furnishings and services.

All moneys generated by the Records Center from the public or other users or other sources shall be deposited in the Public Safety Building Fund of the City and credited to the Records Center Department account. Said cost of the operation of the Records Center shall be decreased by this amount before the division is made to determine the City and County share of the cost of the operations of the Record Center.

The City shall, on or about the fifteenth day of each month, forward to the County documentation of the actual costs and income from the Records Center from the previous month. The County shall forward to the City within thirty (30) days of its receipt of the documentation of the actual cost and income its proportionate share of said costs.

If the County fails to forward its proportionate share within thirty (30) days of receipt of the documentation of the actual costs and income, the City shall have the right, upon providing sixty-day notice to the County, to cease to provide record services to the County until said amounts have been paid. The County shall also be charged the rate of interest announced by American National Bank and Trust Co., Rockford, Illinois, as its prime rate in effect at noon on the first day of such month during the delinquent period.

If the County fails to forward its proportionate share within thirty (30) days of receipt of the documentation of the actual costs and income as indicated above and once the City has given a sixty (60) day notice to the County indicating that the City wishes to cease to provide Record Services to the County until said amounts have been paid, the City shall

terminate service immediately upon the County's failure to pay its proportionate share within thirty (30) days of receipt of the documentation of the actual costs and income.

If the County disputes the amount of its proportionate share for any month, the full payment requested shall be made. The County shall notify the Chief and the City Finance Director of its disagreement at the time payment is made. The Chief, Finance Director, Sheriff, and County Comptroller shall meet to resolve the dispute.

III. COMMUNICATIONS CENTER:

The City and County shall continue to own all equipment and furnishings as tenants in common in the Communications Center.

The City shall be responsible for the management and operation of the Communications Center and all of its employees and equipment, computers, transmitters, amplifiers, furnishings and supplies. All employees of the Governing Board who are assigned to the Communications Center shall become employees of the City.

The City shall take control of all equipment, supplies and furnishings, and supervise all employees in the Communications Center. A complete list of the equipment, computers, transmitters, receivers, and furnishings in the Communications Center is shown on Exhibit B.

The City and County shall determine from time to time the appropriate division of the actual total costs of the operation of the Communications Center. Said costs of the Communications Center, which are to be share, shall include, but shall not be limited to employee salaries, employee benefits, supplies, contractual services, purchase, repair and replacement of equipment and furnishings.

The City shall use its established bidding and purchasing policies for the acquisition of equipment, supplies, furnishings, and services.

All moneys generated by the Communications Center from the public or other users or other sources shall be deposited in the Public Safety Building Fund of the City and credited to the Communications Center De-

partment account. Said cost of the operation of the Communications Center shall be decreased by this amount before the division is made to determine the City and County share of the cost of the operations of the Communications Center.

The City shall, on or about the fifteenth day of each month, forward to the County documentation of the actual costs and income from the Communications Center from the previous month. The County shall forward to the City within thirty (30) days of its receipt of the documentation of the actual cost and income its proportionate share of said costs.

If the County fails to forward its proportionate share within thirty (30) days of receipt of the documentation of the actual costs and income, the City shall have the right, upon providing sixty-day notice to the County, to cease to provide Communication Center services to the County until said amounts have been paid. The County shall also be charged the rate of interest announced by American National Bank and Trust Co., Rockford, Illinois, as its prime rate in effect at noon on the first day of such month during the delinquent period.

If the County fails to forward its proportionate share within thirty (30) days of receipt of the documentation of the actual costs and income as indicated above and once the City has given a sixty (60) day notice to the County indicating that the City wishes to cease to provide Communication Center services to the County until said amounts have been paid, the City shall terminate service immediately upon the County's failure to pay its proportionate share within thirty (30) days of receipt of the documentation of the actual costs and income.

If the County disputes the amount of its proportionate share for any month, the full payment requested shall be made. The County shall notify the Chief and the City Finance Director of its disagreement at the time payment is made. The Chief, Finance Director, Sheriff, and County Comptroller shall meet to resolve the dispute.

IV. PHOTOGRAPHIC LABORATORY:

The City and County shall continue to own all equipment and furnishings as tenants in common in the Photographic Laboratory.

The City shall be responsible for the management and operation of the Photographic Laboratory and all of its employees, equipment, computers, furnishings, and supplies. All employees of the Governing Board who are assigned to the Photographic Laboratory shall become employees of the City.

The City shall take control of all equipment, supplies, and furnishings and supervision of all employees. A complete list of equipment, computers and furnishings is shown on Exhibit C.

The City and County shall determine from time to time the appropriate division of the actual total costs of the operation of the Photographic Laboratory. Said costs of the Photographic Laboratory, which are to be shared, shall include, but shall not be limited to, employee salaries, employee benefits, supplies, contractual services, purchase, repair and replacement of equipment and furnishings.

The City shall use its established bidding and purchasing policies for the acquisition of equipment, supplies, furnishings and services.

All moneys generated by the Photographic Laboratory from the public or other users or other sources shall be deposited in the Public Safety Building Fund of the City and credited to the Photographic Laboratory Department account. Said cost of the operation of the Photographic Laboratory shall be decreased by this amount before the division is made to determine the City and County share of the cost of the operations of the Photographic Laboratory.

The City shall, on or about the fifteenth day of each month, forward to the County documentation of the actual costs and income from the Photographic Laboratory from the previous month. The County shall forward to the City within thirty (30) days of its receipt of the documentation of the actual cost and income its proportionate share of said costs.

If the County fails to forward its proportionate share within thirty (30) days of receipt of the documentation of the actual costs and income, the City shall have the right, upon providing sixty-day notice to the County, to cease to provide Photographic Laboratory services to the County until said amounts have been paid. The County shall also be charged the rate of interest announced by American National Bank and Trust Co., Rockford, Illinois, as its prime rate in effect at noon on the first day of such month during the delinquent period.

If the County fails to forward its proportionate share within thirty (30) days of receipt of the documentation of the actual costs and income as indicated above and once the City has given a sixty (60) day notice to the County indicating that the City wishes to cease to provide Photographic Laboratory services to the County until said amounts have been paid, the City shall terminate service immediately upon the County's failure to pay its proportionate share within thirty (30) days of receipt of the documentation of the actual costs and income.

If the County disputes the amount of its proportionate share for any month, the full payment requested shall be made. The County shall notify the Chief and the City Finance Director of its disagreement at the time payment is made. The Chief, Finance Director, Sheriff, and County Comptroller shall meet to resolve the dispute.

V. VEHICLE MAINTENANCE:

The City and County shall continue to own all equipment and furnishings as tenants in common in the Vehicle Maintenance garage.

The City and County shall continue to have all maintenance to and service of City and County vehicles performed in the Vehicle Maintenance garage under the provisions of this Agreement.

The City shall be responsible for the management and operation of vehicle maintenance services, and all of its employees, equipment, furnishings and supplies. All employees of the Governing Board who are

assigned to vehicle maintenance shall become employees of the City.

The City shall take control of all equipment, supplies and furnishings and shall supervise all employees. A complete list of equipment and furnishings is shown on Exhibit D.

The Director shall determine from time to time the appropriate division of the actual total costs of vehicle maintenance, services and/or hourly rates for services and parts. Said costs of vehicle maintenance, services and supplies on behalf of City and County vehicles, shall include, but not be limited to, employee salaries, employee benefits, supplies, contractual services, purchase, repair and replacement of equipment and furnishings.

The City shall use its established bidding and purchasing policies for the acquisition of equipment, supplies, furnishings and services.

All moneys generated by vehicle maintenance services from the public or other users or other sources shall be deposited in the Public Safety Building Fund of the City and credited to the vehicle maintenance services account. Said cost of the operation of vehicle maintenance services shall be decreased by this amount before the division is made to determine the City and County share of the cost of the operations of the vehicle maintenance services.

The City shall, on or about the fifteenth day of each month, forward to the County documentation of the actual costs and income from vehicle maintenance services from the previous month. The County shall forward to the City within thirty (30) days of its receipt of the documentation of the actual cost and income its proportionate share of said costs.

If the County fails to forward its proportionate share within thirty (30) days of receipt of the documentation of the actual costs and income, the City shall have the right, upon providing sixty-day notice to the County, to cease to provide vehicle maintenance services to the County until said amounts have been paid. The County shall also be charged the rate of interest announced by American National Bank and Trust Co., Rockford, Illinois, as its prime rate in effect at noon on

the first day of such month during the delinquent period.

If the County fails to forward its proportionate share within thirty (30) days of receipt of the documentation of the actual costs and income as indicated above and once the City has given a sixty (60) day notice to the County indicating that the City wishes to cease to provide vehicle maintenance services to the County until said amounts have been paid, the City shall terminate service immediately upon the County's failure to pay its proportionate share within thirty (30) days of receipt of the documentation of the actual costs and income.

If the County disputes the amount of its proportionate share for any month, the full payment requested shall be made. The County shall notify the Chief and the City Finance Director of its disagreement at the time payment is made. The Chief, Finance Director, Sheriff, and County Comptroller shall meet to resolve the dispute.

VI. BUILDING MAINTENANCE.

The City and County shall continue to own all equipment and furnishings as tenants in common in Building Maintenance.

The County shall be responsible for the operation and maintenance of the Public Safety Building. Said responsibility shall include, but not be limited to, routine maintenance, plumbing, electrical, heating and air conditioning systems and all fixtures.

All employees of the Governing Board who are assigned to building maintenance shall become County employees with the County.

The County shall take control of all equipment, systems, computers, supplies and furnishings and shall supervise all employees involved with building maintenance. A complete list of the equipment, computers and furnishings is shown on Exhibit E.

The City and County shall determine the appropriate division of the actual, total cost of the operation of maintaining the Public Safety Building. Said costs shall include, but shall not be limited to,

employee salaries, employee benefits, supplies, contractual services, repairs, rentals, insurance, electricity, gas, heating, water, waste disposal, Sanitary District, elevator maintenance, equipment repairs, equipment rental, and the purchase, repair and replacement of equipment, furnishings and systems. The cost of operation shall not include the costs incurred in areas housing the county jail.

The County shall use its established bidding and purchasing procedures for the acquisition of equipment, supplies, furnishings and services.

All moneys generated by the County by leasing space in the Public Safety Building to other units of local government or public entities and vending commissaries shall be deposited by the County in a special account and be credited to the Public Safety Building's Building Maintenance Account. Said cost of the operation of building maintenance services shall be decreased by this amount before the division is made to determine the City and County share of the cost of the operations of the building maintenance services.

The County shall, on or about the fifteenth day of each month, forward to the City documentation of the actual costs and income from building maintenance operations from the previous month. The City shall forward to the County within thirty (30) days of its receipt of the documentation of the actual cost and income its proportionate share of said costs.

If the City fails to forward its proportionate share within thirty (30) days of receipt of the documentation of the actual costs and income, the County shall have the right, upon providing sixty-day notice to the City, to cease to provide building maintenance services to the City until said amounts have been paid. The City shall also be charged the rate of interest announced by American National Bank and Trust Co., Rockford, Illinois, as its prime rate in effect at noon on the first day of such month during the delinquent period.

If the City fails to forward its proportionate share within thirty (30) days of receipt of the documentation of the actual costs and income as indicated above and once the County has given a sixty (60) day notice

to the City indicating that the County wishes to cease to provide building maintenance services to the City until said amounts have been paid, the County shall terminate service immediately upon the City's failure to pay its proportionate share within thirty (30) days of receipt of the documentation of the actual costs and income.

If the City disputes the amount of its proportionate share for any month, the full payment requested shall be made. The City shall notify the Sheriff and County Comptroller of its disagreement at the time payment is made. The Chief, Finance Director, Sheriff, and County Comptroller shall meet to resolve the dispute.

VII. JOINT AREAS:

The City shall administer the use of the joint areas in an efficient and equitable manner.

VIII. JOINT FUNCTIONS:

The Chief, Sheriff, and Director, and/or their designees, and the managers of the Record Center, Communications Center, Photographic Laboratory, Building Maintenance, and Vehicle Maintenance, shall meet monthly to discuss the services and operation of the Public Safety Building.

IX. COST ALLOCATION FORMULA AND BUDGET REVIEW AND APPROVAL PROCESS:

Prior to each budget year the Director, Chief and the Sheriff shall review the cost allocation formula, as well as the hourly rate charges for vehicle maintenance and other user charges.

On or before July 1 of each year, the Director, Chief and Sheriff shall prepare jointly a Public Safety Building operating budget with recommendations on cost allocation formulas and rate structure for vehicle maintenance, and submit it to the City Finance Director and County Controller, respectively. These will be forwarded through the respective legislative bodies in the budgetary process and be considered for final approval.

X. TERMINATION OF OR WITHDRAWAL FROM A PARTICULAR SERVICE:

Either party may terminate or withdraw from a particular service (Records, Communications, Photographic Laboratory, Vehicle Maintenance, or Building Maintenance) under this Agreement and the obligations thereunder by giving written notice to the other party on or before July 1 of any year. Said termination or withdrawal shall take effect January 1 of the following year.

XI. SUPPORT SERVICES:

At the request of other governmental bodies, the Chief and Sheriff shall analyze whether appropriate public safety support services can be provided to other governmental bodies on a cost basis. The Chief and the Sheriff shall make a recommendation to their respective bodies and the City Council and County Board shall determine whether support services shall be provided to other governmental units.

XII. SURPLUS FUNDS:

Article IX of the Agreement establishing a joint Public Safety Building Governing Board states that, upon the termination of the Governing Board and after all debts have been paid and settlements made, the City and County shall share equally the remaining moneys. It is estimated that when the Governing Board is dissolved and after all debts have been paid and settlement made, there will be remaining approximately \$250,000.00. The City and County agree that said funds shall be shared equally.

XIII. OBLIGATIONS OF THE CITY AND COUNTY:

The City and County shall each take appropriate action, by adoption and passage of the requisite resolutions and ordinances or otherwise to fully implement each and all provisions of this Agreement.

XIV. REPEALER:

All resolutions or ordinances or parts of resolutions or ordinances of the parties in conflict herewith shall be and the same are hereby repealed.

XV. EFFECTIVE DATE:

This Agreement shall be in full force and effect as of January 16, 1985.

XVI. SEVERABILITY:

If any provision of this Agreement is invalid for any reason, such invalidation shall not affect other provisions of this Agreement which can be given effect without the invalid provisions; and, to this end, the provisions of this Agreement are to be severable.

IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be executed by their duly designated officials pursuant to a proper resolution or ordinance of their respective governing bodies.

CITY OF ROCKFORD

COUNTY OF WINNEBAGO

BY:

John McNamara
MAYOR

Sam B. Sicular
CHAIRMAN

DATED: January 23, 1985

DATED: January 25, 1985

ATTEST:

Frank E. Boy
LEGAL DIRECTOR

ATTEST:

Alma Lind
COUNTY CLERK

STATE OF ILLINOIS)
) SS
COUNTY OF WINNEBAGO)

CERTIFICATE OF PUBLICATION IN PAMPHLET FORM

I, the undersigned, do hereby certify that I am the duly qualified and acting Legal Director and ex officio Keeper of the Records and Seal of the City of Rockford, Winnebago and Ogle Counties, Illinois (the "City"), and as such official I am the keeper of the official journal of proceedings, books, records, minutes and files of the City and of the City Council (the "City Council") thereof.

I do further certify that on the 20th day of April, 2015, there was published in pamphlet form, by authority of the City Council, a true, correct and complete copy of Ordinance No. **2015-082-O** and said ordinance was so published on said date readily available for public inspection and distribution, in sufficient number, at my office as Legal Director and ex officio Keeper of the Records and Seal located in the City.

IN WITNESS WHEREOF I have affixed hereto my official signature and the seal
of the City, this 20th day of April, 2015.

[SEAL]



LEGAL DIRECTOR AND EX OFFICIO
KEEPER OF THE RECORDS AND SEAL

ORDINANCE NO. 2015- 082-0

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROCKFORD,
WINNEBAGO COUNTY, ILLINOIS, THAT:**

By passage and approval of this Ordinance, the Mayor and Legal Director are hereby authorized to execute the attached Intergovernmental Agreement between the County of Winnebago and City of Rockford for the Lease, Demolition and Transfer of the Public Safety Building (PSB).

The provisions and sections of this Ordinance shall be deemed severable, and the invalidity of any portion of this Ordinance shall not affect the validity of the remainder.

All orders, resolutions, or ordinances in conflict herewith are hereby repealed insofar as such conflict exists, and this Ordinance shall take effect immediately upon its passage, approval and publication, as required by law.

A full, true and complete copy of this Ordinance shall be published within ten (10) days after passage in pamphlet form by and under authority of the Corporate Authorities.

APPROVED:



MAYOR

ATTESTED:




LEGAL DIRECTOR

PASSED: 4/20/15

APPROVED: 4/20/15

PUBLISHED: 4/20/15

ATTESTED and **FILED** in my office this 20th day of April, 2015, and published in pamphlet form this 20th day of April, 2015 by order of the City Council of the City of Rockford, Illinois.



**Legal Director and ex officio
Keeper of the Records and Seal**

APPROVED BY:



Patrick W. Hayes, Legal Director

RECOMMENDED BY:



Patrick W. Hayes, Legal Director

INTERGOVERNMENTAL AGREEMENT

This Intergovernmental Agreement ("**Agreement**") is made this ____ day of April, 2015, by and between the City of Rockford, Illinois (the "**City**") and the County of Winnebago (the "**County**").

RECITALS:

A. The City of Rockford is a duly organized and existing municipal corporation created under the provisions of the laws of the State of Illinois, and is now operating under and pursuant to the provisions of the Municipal Code, as amended (65 ILCS 5/1 *et seq.*; the "**Municipal Code**"), is a "unit of local government" as defined in Article 7, Section 1 of the Constitution of the State of Illinois, and is a "public agency" as defined in Section 2 of the Intergovernmental Cooperation Act, as amended, 5 ILCS 20/1 *et seq.* (the "**Intergovernmental Cooperation Act**").

B. The County of Winnebago is a duly organized and existing county created under the provision of the Counties Code, as amended (55 ILCS 5/1 *et seq.*; the "**Counties Code**"), is a "unit of local government" as defined in Article 7, Section 1 of the Constitution of the State of Illinois, and is a "public agency" as defined in Section 2 of the Intergovernmental Cooperation Act.

C. Section 3 of the Intergovernmental Cooperation Act provides that "[a]ny power or powers, privileges, functions or authority exercised or which may be exercised by a public agency of this State may be exercised, combined, transferred and enjoyed jointly with any other public agency of this State . . ."

D. Section 5 of the Intergovernmental Cooperation Act provides that "[a]ny one or more public agencies may contract with any one or more other public agencies to perform any governmental services, activity or undertaking or to combine, transfer, or exercise any powers, functions, privileges, or authority which any of the public agencies entering into the contract is authorized by law to perform, provided that such contract shall be approved by the governing bodies of each party to the contract and except where specifically and expressly prohibited by law. Such contract shall set forth fully the purposes, powers, rights, objectives and responsibilities of the contracting parties."

E. Pursuant to a Memorandum of Understanding and Agreement in Respect to Construction, Use, and Maintenance of City of Rockford-County of Winnebago Public Safety Building dated January 25, 1974, the City and the County jointly caused the Public Safety Building to be constructed.

F. Pursuant to an Intergovernmental Agreement dated June 6, 1976, the City and the County determined that it was proper, necessary, and for the best public interest that a Public Safety Building Governing Board be established, which Governing Board was therein charged with the objective of management of the facility through cooperation, coordination, and the operation of joint services and functions.

G. Pursuant to an Intergovernmental Agreement dated January 25, 1985 (hereinafter referred to as "1985 IGA"), the City and the County mutually agreed to discontinue the operation and management of the Public Safety Building by the Governing Board and established a plan for functional management of the building and its services, operations, functions, and facilities as part of said Agreement.

H. The 1985 IGA established that the City and County would continue to own all equipment and furnishings as tenants in common in Building Maintenance. The County would be responsible for the operation and maintenance of the Public Safety Building, including but not limited to: routine maintenance, plumbing, electrical, heating and air conditioning systems and all fixtures. The 1985 IGA further stipulated that the City and County shall determine the appropriate division of the actual cost, total cost of the operation of maintaining the Public Safety Building, with said costs to include but not be limited to: employee salaries, employee benefits, supplies, contractual services, repairs, rentals, insurance, electricity, gas, heating, water, waste disposal, Sanitary District, elevator maintenance, equipment repairs, equipment rental, and the purchase, repair and replacement of equipment, furnishings and systems. The 1985 IGA further stipulated that the cost of operation shall not include the costs incurred in areas housing the county jail.

I. On November 5, 2002, Winnebago County received voter approval to pass a 1% public safety sales tax to build a new Winnebago County justice center that established a new county justice facility to include a new county jail, courthouses, emergency disaster preparedness, records, and Sheriff's Department offices that separated the joint functions of the PSB. Said justice center was constructed and occupied in 2006.

J. Since the inception of the 1985 IGA and through June of 2013, the City was responsible for paying approximately 23-25% of the total costs of maintenance and operations of the PSB, excluding the former county jail square footage as called for in the 1985 IGA. In July of 2013, the County began charging the City 50% of the cost of the empty jail space, putting the City's total cost share for maintenance and operations of the PSB at approximately 61%.

K. The City and County have mutually agreed that it is in the best interest of the public and our collective taxpayers that the PSB be de-commissioned and demolished to at-grade, thereby leaving the parking structure, along with the building uses below-grade, including the tunnel connecting the County Courthouse to the Winnebago County Criminal Justice Center. The vehicle maintenance garage adjacent to the PSB would remain.

L. The City and County have an equal ownership share in the land and the PSB facility, and desire to set forth the roles and responsibilities as it relates to costs, construction, deconstruction, and operations moving forward related to the PSB.

NOW, THEREFORE, the Parties agree as follows:

1. The above recitals are incorporated in this Agreement by this reference and made a part of this Agreement.

2. **CURRENT PSB OWNERSHIP STATUS** - The PSB facility is approximately 186,000 square feet, of which 142,000 is above-grade on three levels. The first floor above-grade structure of the PSB is bisected by Court Street, a 66-foot public right-of-way running north-south and owned by the City. Approximately one-third of the basement, and 2nd-4th floors of the PSB is beneath and over the Court Street right-of-way. Parcel A, which is approximately 1.14 acres of property and is located west and adjacent to the Court Street right-of-way, is owned by the City. The vehicle maintenance garage is located on Parcel A, along with the substructure of the PSB, and approximately one-third of the above-grade PSB structure. Approximately one-third of the substructure and above-grade structure of the PSB lies beneath a portion of Parcel B, which is 2 acres of property that is owned by the County and is located east and adjacent to the Court Street right-of-way. Parcel A, Parcel B, and the Court Street right-of-way are further depicted and described in Exhibit A, which is attached hereto and made a part of this Agreement. The City and the County have an equal 50% ownership in the PSB structure and the adjacent vehicle maintenance garage.
3. **FUTURE PSB OWNERSHIP STATUS** – It is mutually agreed that prior to demolition of the above-grade structure of the PSB, and in accordance with the terms and conditions of this Agreement, the City will relinquish its rights of ownership to the PSB, along with the vehicle maintenance garage and its accompanied real estate ownership of Parcel A, by conveying title to the PSB and Parcel A via a Quit Claim Deed and Plat of Dedication to the County. The City will retain its ownership and rights-of-way of Court Street. The future status of ownership is roughly depicted on Exhibit B, which is attached hereto as part of this Agreement, with the mutual acknowledgement by the Parties that a more detailed site plan must be approved prior to property conveyance.
4. **INTERIM ACTIVITIES PRIOR TO DECOMMISSIONING THE PSB ABOVE-GRADE STRUCTURE**
 - A. **CITY RESPONSIBILITIES**
 - 1) The City, by and through its City Council, has approved the relocation of all existing functions within the PSB that reside in the PSB above-grade structure, including administration, records, IT, patrol, investigation, and special units. The only remaining functions that will remain on the site will be located in the substructure of the PSB, which shall include evidence storage, ID, gun range, and approximately six (6) employee parking spaces. Further detail regarding the space allocation and terms of lease are described in Section _____ of this Agreement. The space allocation needs of the City and the County in the substructure of the PSB are identified in Exhibit C, which is attached hereto and made a part of this Agreement.
 - 2) The City is currently in the design phase for the construction and renovation of three district police stations to house the operations identified to be relocated in Section 4.A.(1). The total project cost is estimated at approximately \$19.5 million. The schedule for completion and occupancy of these facilities are as follows:

- a) District 1 (NE corner of West State & Avon): December 2016
 - b) District 2 (1410 Broadway): November 2016
 - c) District 3 (557 S. New Towne): August 2016
- 3) Utility Cost Reduction Measures – In order to reduce the cost of heating and cooling costs for the PSB, the City, by and through its City Council, has approved and contracted with a firm in the amount of approximately \$280,000 to finance and complete mechanical upgrades and modifications to reduce the overall utility costs for the PSB by baffling air intakes leading to the third and fourth floors and by shutting off Mechanical Zone 1 of the PSB. In order to accommodate shutting off Mechanical Zone 1, the City agrees to relocate its personnel and equipment from Mechanical Zone 1 to the former County Records area, located on the 2nd Floor, by April 15, 2015.
- 4) Vacation of Vehicle Maintenance Garage – The City shall vacate its equipment and furnishings from the Vehicle Maintenance Garage by September 1, 2015.

B. COUNTY RESPONSIBILITIES

- 1) The County, by and through its County Board, will approve and fund the design and construction of the PSB demolition and parking and site improvements, improvements to the substructure of the PSB, including improvements to the Coroner's office, new HVAC system, partial demolition, and improvements to the vehicle maintenance garage, and the new entrance to the Winnebago County Courthouse. The schedule for completion of these items are as follows:
- a) Completion date for new HVAC system to PSB Substructure: September 2015
 - b) Completion of improvements to PSB Substructure: September 2015
 - c) Completion of improvements to Vehicle Maintenance Garage: December 2015
 - d) Completion of Demolition Plans and Final Site Plan: December 2015
 - e) Completion of New Entrance to County Courthouse: September 2015
 - f) Commence Demolition of Above-grade PSB Structure: January 1, 2017
 - g) Completion of Demolition of Above-grade PSB Structure: May 1, 2017
 - h) Completion of site and parking improvements: November 2017
- 2) The County, by and through its County Board, will approve the relocation of the County Wellness Center to the Ware Center by April 15, 2015 in order to

accommodate the decommissioning of space within Mechanical Zone 1 on the first floor of the PSB.

- 3) The City shall transfer ownership rights to its real estate identified in Exhibit A and 50% ownership rights in the vehicle maintenance garage prior to the demolition of the PSB above-grade structure.

C. CITY-COUNTY AGREEMENT OF COST ALLOCATION PRIOR TO DECOMMISSIONING THE PSB ABOVE-GRADE STRUCTURE

- 1) Consistent with the current cost allocation formula, and until September 30, 2015, the City and the County mutually agree to share the cost of maintenance and utilities of the PSB in accordance with the following cost allocation:

City Occupied Space of Square Footage:	100%	City
County Occupied Space of Square Footage:	100%	County
Shared Occupied Usage/Common Areas:	50%	City/50% County
Unoccupied Usage:	50%	City/50% County

- 2) Beginning October 1, 2015, and until January 1, 2017, the City and the County mutually agree to share the cost of maintenance and utilities of the PSB in accordance with the following cost allocation:

City Occupied Space of Square Footage:	100%	City
County Occupied Space of Square Footage:	100%	County
Shared Occupied Usage/Common Areas:	50%	City/50% County
Unoccupied Usage:	100%	City
Unoccupied Usage of PSB basement	50%	City/50% County

- 3) City-County space allocation may be modified if mutually agreed upon by the Parties in writing.

5. CITY-COUNTY AGREEMENT POST DECOMMISSIONING THE PSB ABOVE-GRADE STRUCTURE

- A. Beginning January 1, 2017, the County, as owners of the real property and basement of the PSB and the vehicle maintenance garage, will hereby lease space to the City within the PSB for evidence, evidence identification, limited office space, and shared use of the gun range. The space allocation shall be in general conformance with Section 5 of this Agreement.
- B. Exhibit C, which is attached hereto and made part of this Agreement, details the utilization of space allocation of square footage of the basement of the PSB that

will be utilized by the City and the County as it will exist after the demolition of the above-grade PSB structure.

- C. Exhibit D is a chart detailing the square footage allocations and cost responsibilities between the City and the County. Said cost allocations shall be the basis for the annual lease amount charged to the City.
- D. **Lease Amount:** The County ("Lessor") shall lease space within the basement of the PSB to the City ("Lessee") in accordance with the space allocations identified in Exhibit D. Beginning January 1, 2017, the lease charges to the City shall be inclusive of all costs for utilities, overhead, and maintenance for the basement of the PSB. Said costs shall be apportioned to the City on a per square foot basis and billed to the City on a monthly basis. The County shall provide adequate backup documentation and detail identifying said costs.
- E. **Lease Term:** The County and City mutually agree that the lease term shall commence January 1, 2017 and be for a twenty (20) year term. Said lease may be extended through an Agreement approved by the corporate authorities of the City and the County.
- F. **Lease Adjustments:** Prior to January 1 of each year, and no earlier than 60 days prior to January 1, the County shall notify the City of any lease adjustments required. In no instance shall the lease adjustment exceed the Midwest Consumer Price Index for inflation.
- G. **Lease Termination:** Either the Lessor or the Lessee may terminate the lease by providing a one-year written notice of intent to terminate the Lease.
- H. **Insurance:** Both the City and the County shall maintain the following insurance coverages with respect to the PSB structure:
 - 1. Commercial General Liability. Coverage limits shall not be less than \$1 million each occurrence, \$2 million general liability. Such insurance shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).
 - 2. Umbrella Liability. Coverage limits shall not be less than \$2 million each occurrence, \$2 million general aggregate. Such insurance shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal and advertising injury, and liability assumed

under an insured contract (including the tort liability of another assumed in a business contract).

3. Automobile Coverage. Coverage shall include comprehensive automobile bodily injury and property damage liability coverage for a minimum amount of \$1 million each occurrence, \$2 million general aggregate.
4. Workers Compensation. Coverage shall include workmen's compensation and employer's liability insurance for all employees engaged in work at the PSB.
5. Insurance Certificates. Both the City and the County shall name each Party as an additional insured with respect to the policy coverages identified herein. Each Certificate of insurance shall provide that the insurer must give the City or the County at least 30 days' prior written notice of cancellation and termination of the City's coverage thereunder. Not less than two weeks prior to the expiration, cancellation or termination of any such policy, the County and/or the City shall supply a new and replacement Certificate of Insurance and Additional Insured endorsement as proof of renewal of said original policy.

- I. **Indemnification:** Each party to this Agreement shall indemnify and hold harmless the other party to this agreement against all claims, suits, costs, expenses, judgments, and attorney's fees caused or occasioned by the actions or omissions of the offending party or their employees, officials or agents, with respect to the performance of this Agreement. Either party hereto which contracts with a third party service provider to effectuate the purposes of this Agreement shall be solely and exclusively liable to the non-contracting party for any actions of the third party service provider and shall indemnify and hold harmless the non-contracting party as set forth above. The contracting party shall also bear all costs of said contracts. The Indemnification in this agreement shall only benefit the parties to this agreement and are not intended to benefit any third party. Further, nothing in this agreement shall limit the ability of a party to seek recovery from a third party contractor for damages sustained or occasioned by that third party.

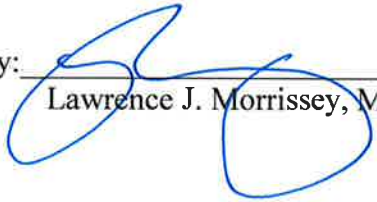
6. This Agreement incorporates the entire agreement of the Parties and may be varied only by further written agreement.
7. This Agreement is entered into solely for the benefit of the Parties and nothing in this Agreement is intended, either expressed or implied, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement or to acknowledge, establish or impose any legal duty to any third party.

(Signature page follows)

THE COUNTY OF WINNEBAGO

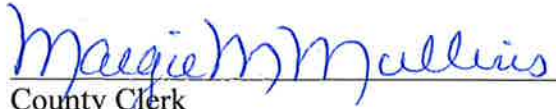
By: 
Scott Christiansen, Chairman

THE CITY OF ROCKFORD

By: 
Lawrence J. Morrissey, Mayor

[SEAL]

Attest:


County Clerk

[SEAL]

Attest:


City Legal Director

EXHIBIT A



EXHIBIT B FUTURE SITE PLAN

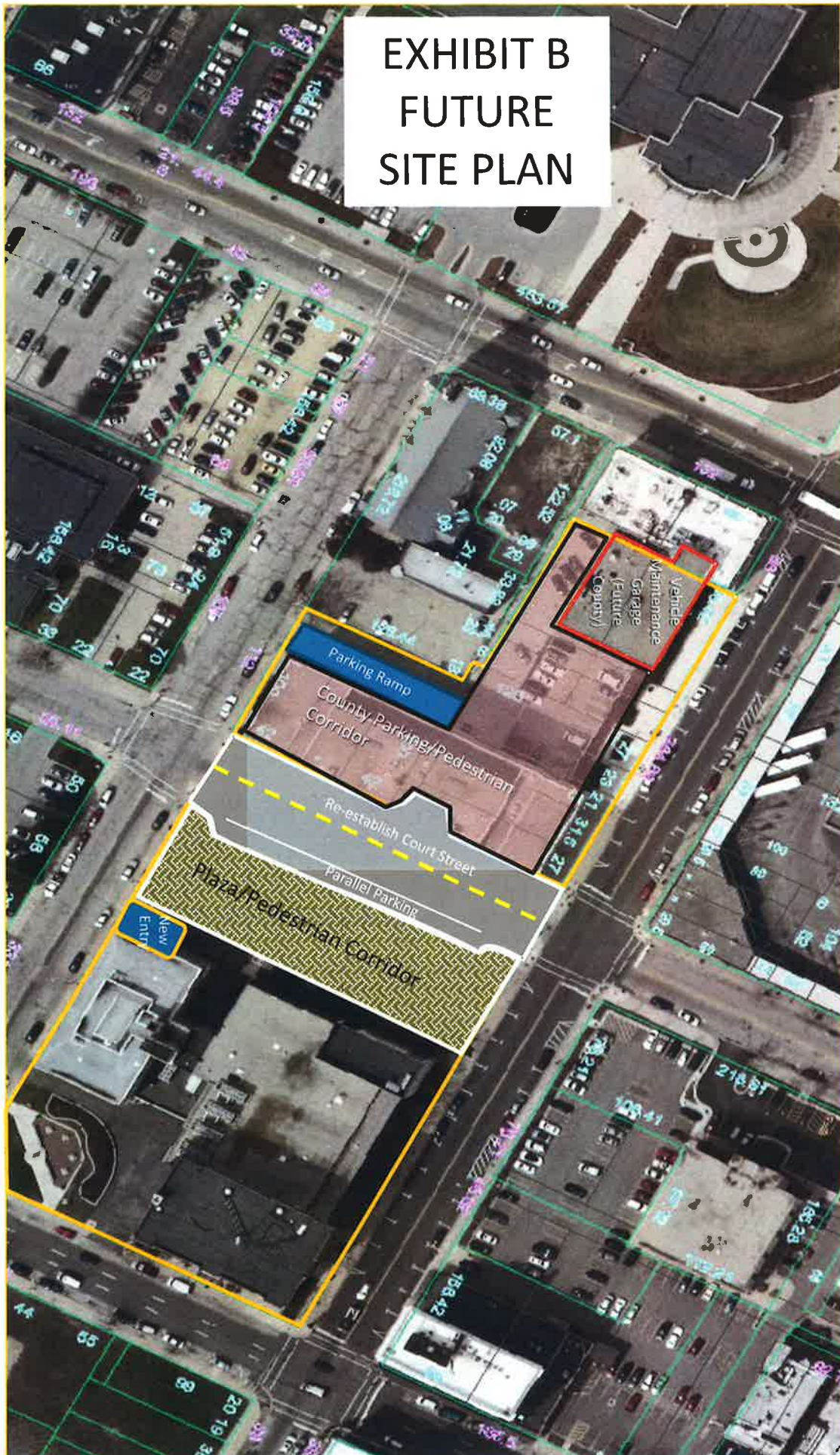
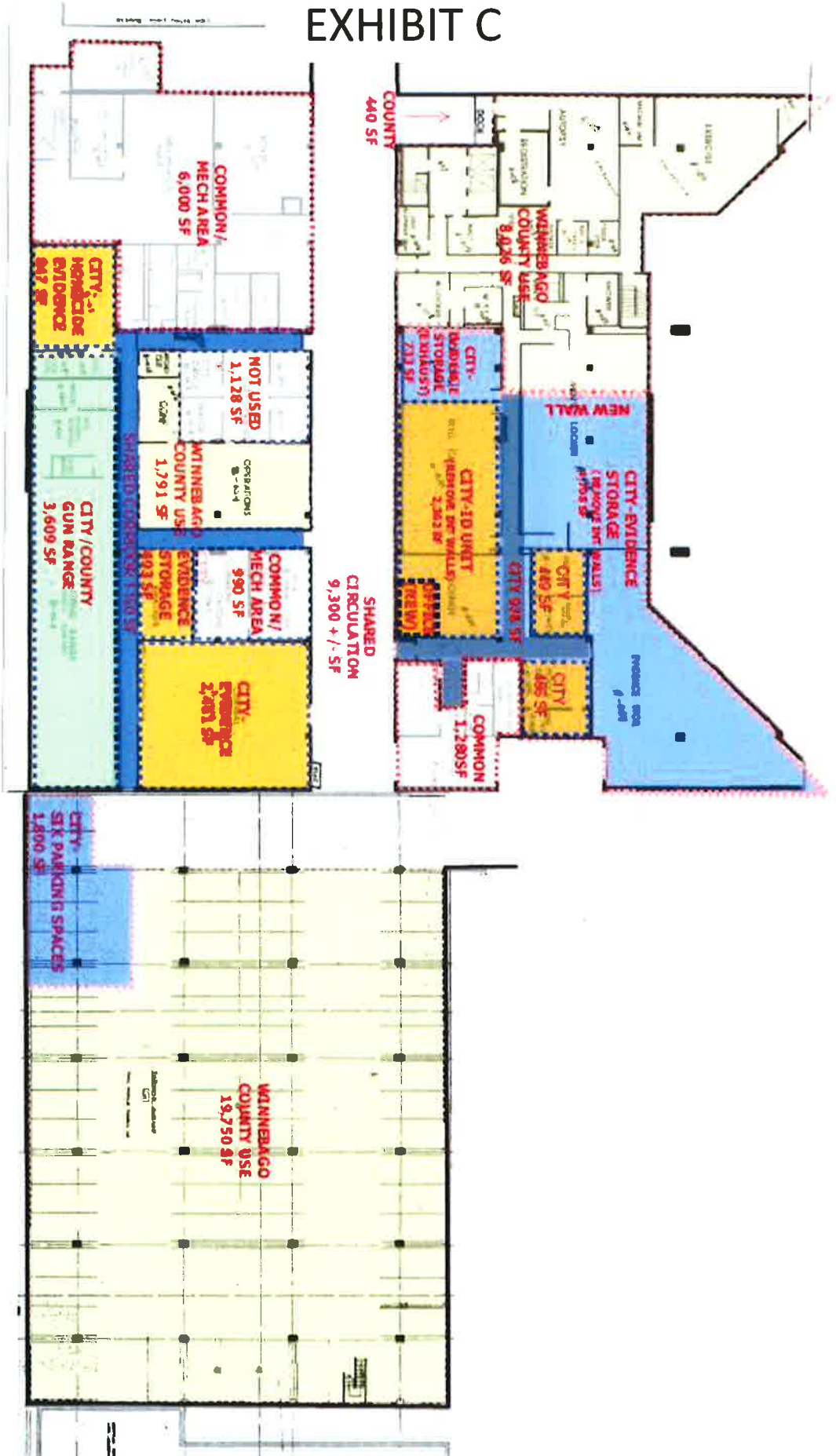


EXHIBIT C



HAGNEY

Public Safety Building- Basement Floor Plan

03.25.15

Intent of Existing Stairs/Elevators not known
(once upper levels are demolished)

Note: Square footages are approximate.



EXHIBIT D

	100% City	100% County	50/50 Cost Share	
PSB BASEMENT SQUARE FOOTAGE	CITY	COUNTY	JOINT SHARED SPACE	TOTAL
Cornor's Offices/Autopsy	0	8,466		8,466
Winnebago County Office Space	0	1,791	0	1,791
City ID Unit	3,297	0	0	3,297
Evidence Storage	9,242	0	0	9,242
Gun Range	0	0	3,609	3,609
Unused Office Space		1,128		1,128
Mechanicals/Common Areas/Shared Corridors			18,720	18,720
City Corridor	938			938
Parking Area	1,800	19,750		21,550
TOTAL	15,277	31,135	22,329	68,741

STATE OF ILLINOIS, } ss.
COUNTY OF WINNEBAGO }

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

**RESOLUTION TO TERMINATE LEASE AGREEMENT WITH THE CITY OF
ROCKFORD FOR THE PUBLIC SAFETY BUILDING**

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

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

This 15TH DAY OF MARCH, 2019.

LORI GUMMOW, Winnebago County Clerk

BY: Angela Reina Deputy County Clerk



R E S O L U T I O N
Of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Submitted by: Operations & Administration Committee

2019 CR 025

**RESOLUTION TO TERMINATE LEASE AGREEMENT WITH THE
CITY OF ROCKFORD FOR THE PUBLIC SAFETY BUILDING**

WHEREAS, Section 5.G. of the Intergovernmental Agreement with the City of Rockford related to the Public Safety Building, the Intergovernmental Agreement requires that the Lessor terminate the Lease by providing a one-year written notice of intent to terminate the Lease of the Public Safety Building; and

WHEREAS, the Winnebago County Board wishes to terminate the Lease with the City of Rockford of the Public Safety Building; and

WHEREAS, the Winnebago County Board wishes to provide a one-year written notice of the intent to terminate the Lease with the City of Rockford in a form similar to that attached hereto as Exhibit A; and

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, provide the City of Rockford a one-year written notice of the intent to terminate the Lease of the Public Safety Building by letter to the mayor of the City of Rockford.

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

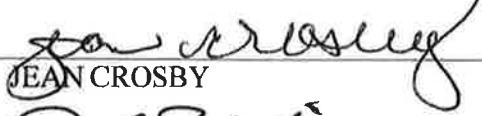
Respectfully Submitted,
**OPERATIONS & ADMINISTRATION
COMMITTEE**

AGREE

DISAGREE



KEITH MCDONALD, CHAIRMAN



JEAN CROSBY



JOHN BUTITTA



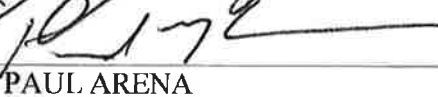
JOE HOFFMAN



DOROTHY REDD



JAIME SALGADO



PAUL ARENA

KEITH MCDONALD, CHAIRMAN

JEAN CROSBY

JOHN BUTITTA

JOE HOFFMAN

DOROTHY REDD

JAIME SALGADO

PAUL ARENA

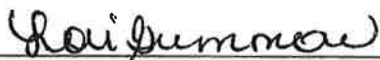
The above and foregoing Resolution was adopted by the County Board of the
County of Winnebago, Illinois this 14th day of March, 2019.



FRANK HANEY

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

— ILLINOIS —

March 15, 2019

Thomas McNamara, Mayor
City of Rockford
425 E. State Street
Rockford Illinois 61104

Dear Mayor McNamara,

Pursuant to Section 5.G. of the Intergovernmental Cooperation Agreement related to the Public Safety Building between the County of Winnebago and the City of Rockford, the County of Winnebago is exercising its right to terminate this agreement as of March 15, 2020.

Sincerely,

Keith McDonald,
Chairman, Operations & Administrative Committee
Winnebago County Board

12 – 3/14/19



Resolution Executive Summary

Prepared By: Winnebago County State's Attorney's Office

Committee: Operations & Administrative Committee

Committee Date: May 15, 2025

Board Meeting Date: May 22, 2025

Resolution Title: Resolution Declaring Vacancy in Winnebago County Board District 12

County Code: Chapter 2, Article VI, Division 3

Budget Information:

Was item budgeted? N/A	Appropriation Amount: \$0
If not, explain funding source:	
ORG/OBJ/Project Code:	
FY2025 Budget Impact:	

Background Information: Jaime Salgado, duly elected County Board member, resigned from Winnebago County Board, District 12, effective May 4, 2025.

Pursuant to the Election Code, 10 ILCS 5/25-11, when a vacancy occurs in any elective office, the County Board shall declare that such a vacancy exists and notification thereof shall be given to the county central committee or the appropriate county board or board of commissioners district committee of each established political party within three (3) days of the occurrence of the vacancy and the vacancy shall be filled within sixty (60) days by appointment of the Winnebago County Board Chairman with the advice and consent of the county board.

Pursuant to 10 ILCS 5/25-11, the appointee shall be a member of the same political party as the person he or she succeeds was at the time of his election and shall be otherwise eligible to serve; and

Pursuant to 10 ILCS 5/7-11.1 and 10 ILCS 5/25-11, such appointment shall be until the next general election on November 3, 2026, at which time the vacated office shall be filled by special election for the remainder of the term.

Recommendation: State's Attorney's Office and County Administration recommends approval

Contract/Agreement: N/A

Legal Review: Yes.

Follow-Up: N/A

County Board Meeting: May 22, 2025

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

2025 CR _____

SUBMITTED BY: OPERATIONS AND ADMINISTRATIVE COMMITTEE

SPONSORED BY: KEITH MCDONALD

**RESOLUTION DECLARING VACANCY IN
WINNEBAGO COUNTY BOARD DISTRICT 12**

WHEREAS, the Winnebago County Board was duly organized pursuant to 55 ILCS 5/1-3005; and

WHEREAS, Jaime Salgado, duly elected County Board member, resigned from Winnebago County Board, District 12, effective May 4, 2025; and

WHEREAS, at the time of his election, Jaime Salgado was a member of the Democratic Party; and

WHEREAS, pursuant to the Election Code, 10 ILCS 5/25-11, when a vacancy occurs in any elective office, the County Board shall declare that such a vacancy exists and notification thereof shall be given to the county central committee or the appropriate county board or board of commissioners district committee of each established political party within three (3) days of the occurrence of the vacancy and the vacancy shall be filled within sixty (60) days by appointment of the Winnebago County Board Chairman with the advice and consent of the county board; and

WHEREAS, in accordance with Illinois law, the Central Committees of the Winnebago County Democratic Party and Winnebago County Republican Party were each notified of the vacancy on May 4, 2025; and

WHEREAS, pursuant to 10 ILCS 5/25-11, the appointee shall be a member of the same political party as the person he or she succeeds was at the time of his election and shall be otherwise eligible to serve; and

WHEREAS, the vacancy occurred with more than twenty-eight (28) months remaining in the unexpired term of the county board member; and

WHEREAS, pursuant to 10 ILCS 5/7-11.1 and 10 ILCS 5/25-11, such appointment shall be until the next general election on November 3, 2026, at which time the vacated office shall be filled by special election for the remainder of the term.

THEREFORE, BE IT RESOLVED by the County Board of the County of Winnebago, Illinois that a vacancy is hereby declared to exist on the Winnebago County Board for District 12.

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

Respectfully submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

Keith McDonald, Chair

Keith McDonald, Chair

Valerie Hanserd, Vice Chair

Valerie Hanserd, Vice Chair

Paul Arena

Paul Arena

John Butitta

John Butitta

Joe Hoffman

Joe Hoffman

Michael Thompson

Michael Thompson

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____, 2025.

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

ATTEST:

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



Resolution Executive Summary For CIP Projects

Prepared By: Purchasing Department for Coroner's Office
Committee Name: Operations and Administrative Committee
Committee Date: May 15, 2025
Board Date: May 22, 2025
Resolution Title: Resolution Awarding Purchase of Transit Van for Coroner's Office Using Fee Funds

Budget Information

Budgeted? YES	Amount Budgeted? \$90,000
If not, originally budgeted, explain the funding source?	
If CIP funded, original Board approved amount? \$90,000	
Over or Under approved amount? UNDER	By: \$22,193
Reason for CIP increase? N/A	
ORG/OBJ/Project Codes: 41900-46410	Descriptor: Coroner Fee Fund
Budget Impact? \$67,807	

Background Information: The Winnebago County Coroner's Office is requesting to purchase a Ford Transit Van using Coroner Fee Funds.

Purchasing obtained three quotes to purchase a 2025 Transit 150 Van (See Resolution Exhibit A). Quotes include dealer discounted pricing and government GSA pricing for vehicles. Additional quotes are also provided for vehicle outfitting.

Brad Manning Ford of Dekalb presented the lowest quote for the vehicle (See Resolution Exhibit B). The Coroner's Office would like to order the vehicle for \$52,466 and have the vehicle outfitted for \$15,341 (Resolution Exhibit C). The vehicle being replaced will be sold by the Purchasing Department on govdeals.com when it becomes available. When possible, elements of the existing vehicle are reused by the outfitting vendor.

Recommended By: Coroner Jen Muraski and Deputy Coroner Matt Lane

Follow-Up Steps: Purchasing Department will issue Purchase Orders to the appropriate vendors.

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

Sponsored by: Keith McDonald

Submitted by: Operations and Administrative Committee

2025 CR

RESOLUTION AWARDING PURCHASE OF TRANSIT VAN FOR CORONER'S OFFICE USING FEE FUNDS

WHEREAS, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Section 2-357 (b) (1), Conditions for use. All procurements whose value equals or exceeds the competitive bidding threshold of \$30,000.00 shall be awarded by competitive sealed bidding in accordance with this section except as otherwise provided in 2-357(c) (Request for Proposals), 2-357(d) (Professional Services), 2-357(e) (Sole-Source), 2-357(f) (Emergency Procurements), 2-357(g) (Cooperative Joint Purchasing) or as provided by State statute; and,

WHEREAS, Winnebago County Coroner's Office has requested the purchase of a 2025 Ford Transit 150, fully outfitted, using the coroner fee funds; and,

WHEREAS, the Purchasing Department obtained three (3) quotes for the vehicle, including quotes with government pricing; and,

WHEREAS, the Coroner's Office also obtained quotes for the outfitting of the new vehicles, including the removal and installation for reuse of some existing equipment; and,

WHEREAS, the Operations and Administrative Committee of the County Board for the County of Winnebago, Illinois has reviewed the quotes for vehicles and the outfitting for the aforementioned purchase and recommends awarding to:

MULTIPLE VENDORS

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, that the Director of Purchasing is authorized to issue Purchase Orders in the amount of \$67,807, on behalf of the County of Winnebago, to Brad Manning Ford, 402 Manning Drive, Dekalb, Illinois 60115; Charles Brown, DBA Rockford Communications, 720 Lorden Court, Rockford, Illinois 61104; Mortuary Mall, PO BOX 17, Wilton, CT 06897; and Foster Coach Sales, Inc., 903 Prosperity Drive, Sterling, IL 61081.

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

Respectfully Submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

KEITH McDONALD, CHAIR

KEITH McDONALD, CHAIR

VALERIE HANSERD, VICE CHAIR

VALERIE HANSERD, VICE CHAIR

PAUL ARENA

PAUL ARENA

JOHN BUTITTA

JOHN BUTITTA

JOE HOFFMAN

JOE HOFFMAN

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Resolution was adopted by the County Board of the County of
Winnebago, Illinois this ____ day of _____ 2025.

ATTESTED BY:

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

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

QUOTE TAB 25NB-2411 CORONER'S TRANSIT VAN USING CIP 2025 FUNDS			
	Rock River Ford Rockford, IL	Brad Manning Ford DeKalb, IL	Morrow Brother's Ford Greenfield, IL
Transit 150	\$ 56,463	\$ 52,466	\$ 56,677
Outfitting	\$ 15,341	\$ 15,341	\$ 15,341
	\$ 71,805	\$ 67,807	\$ 72,018

Outfitting:

\$3,520.00 Charles Brown, DBA Rockford Communications

\$8,640.13 Foster Coach

\$819.01 Bulk Hat - Ford Vendor

\$500.00 Latch Set for Cot - Vischer Funeral Supplies

\$1,862.00 Mortuary Mall

\$15,341.14



Purchase Agreement

Eric Kilmer
 Brad Manning Ford
 402 Manning Dr
 DeKalb, IL 60115

Buyer	Co-Buyer	Vehicle
County of Winnebago County of Winnebago County 404 Elm St Rm 202 Rockford, IL 61101 D: (815) 319-4386, E: (815) 319-4386, C: (815) 319-4386		2025 Ford Transit-150 Cargo Base VIN: Stock #: Mileage: Color: <i>Black</i>

Purchase Details	
Retail Price:	\$56,550.00
Sales Price:	\$51,925.00
Savings:	\$4,625.00
Accessories:	\$0.00
Service Contract:	\$0.00
GAP:	\$0.00
Government Fees:	\$173.00
Proc/Doc Fees:	\$367.70
Estimated Taxes:	\$0.00
Total Sales Price:	\$52,465.70
Trade Allowance:	\$0.00
Trade Payoff:	\$0.00
Trade Equity:	\$0.00
Rebate:	\$0.00
Cash Down:	\$0.00
Cash Price:	\$52,465.70

X

Customer Signature

Date

X

Manager Signature

Date

Disclaimer:

With approved credit

Printed 4/23/25 4:25 PM



Preview Order W100 - E2Y 150 Low Roof Cargo AWD : Order Summary Time of Preview: 04/23/2025
16:19:23 Receipt: 4/23/2025

Dealership Name : Brad Manning Ford, Inc.

Sales Code : F41496

Dealer Rep.	ERIC KILMER	Type	Fleet	Vehicle Line	Transit	Order Code	W100
Customer Name	WINNEBAGO cO	Priority Code	F1	Model Year	2025	Price Level	525

DESCRIPTION	MSRP	DESCRIPTION	MSRP
E2Y0 T150 LR CARGO AWD	\$51300	REVERSE SENSING SYSTEM	\$295
130" WHEELBASE	\$0	MANUAL AIR CONDITIONER	\$0
TOTAL BASE VEHICLE	\$51300	AUX HEAT/AC PREP W/OUT CNTL	\$100
AGATE BLACK METALLIC	\$200	PRICE CONCESSION INDICATOR	\$0
CLOTH	\$0	REMARKS TRAILER	\$0
DARK PALAZZO GRAY	\$0	PRIVACY GLASS	\$500
PREFERRED EQUIPMENT PKG.101A	\$0	INTERIOR UP PACKAGE - CARGO	\$1435
.XL TRIM	\$0	.VINYL F/R FLOOR COVERING	\$0
3.5L PFDI V6 (GAS)	\$0	.2WAY DRV/PASS PALAZZO CLOTH	\$0
.10-SPEED TRANSMISSION	\$0	.SHORT-ARM PWR MIRRORS	\$0
.235/65R16C BSW ALL-SEASON	\$0	.ILLUMINATED SUN VISORS	\$0
3.73 LIMITED SLIP AXLE	\$0	E-85 FLEX FUEL CAPABLE	\$0
JOB #2 ORDER	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
FRONT LICENSE PLATE BRACKET	\$0	FUEL CHARGE	\$0
FIXED WINDOWS-ALL-AROUND	\$625	NET INVOICE FLEET OPTION (B4A)	\$0
8800# GVWR PACKAGE	\$0	PRICED DORA	\$0
50 STATE EMISSIONS	\$0	ADVERTISING ASSESSMENT	\$0
		DESTINATION & DELIVERY	\$2095
		MSRP	
TOTAL BASE AND OPTIONS			\$56550
DISCOUNTS			NA
TOTAL			\$56550

ORDERING FIN: QG630 END USER FIN: QG630 PO NUMBER: undefined

INCENTIVES:

Acc. Code ID: 10 Contract/Ref #: 22-138S Concession Amount: \$-1350.00 BID DATE: 10/14/24 STATE: IL

This order has not been submitted to the order bank.



Foster Coach
903 Prosperity Drive
Sterling, IL 61081
(815) 625-3276
service@fostercoach.com
fostercoach.com

Estimate #3409
Created: 02/10/2025
Payment Term: On Receipt
Service Writer: Delon Bland

Winnebago County Coroner's Office
403 Elm Street 2nd Floor
Rockford, IL 61101
Mobile: (815) 670-8082
MLane@coroner.wincoil.gov

Description	Price	QTY	HRS	Subtotal
Labor: Remove old floor, Install plywood to frame, install new Lonseal flooring, add Stainless trim and install power-load. Install bulkhead directly behind front seating			40	\$7,800.00
Part: LONPLATE 1 ROLL 6' X 60' DYE LOT LA-70/22 #637 Part #: P163	\$62.20	9		\$559.80
Part: 3/4 x 4 x 8 Plywood Sheathing Part #: 3/4 x 4 x 8 Plywood Sheathing	\$42.53	3		\$127.59
Part: Custom Stainless Trim	\$76.37	2		\$152.74
Total:				\$8,640.13

DO NOT PAY BASED OFF THIS. INVOICE WILL FOLLOW.

Estimates provided are an approximation of timing and charges to you for the services requested. They are based on the anticipated work to be done. It is possible for unexpected complications to cause some deviation from the original quote. You hereby authorize the repair work described in this estimate to be done along with the procurement of the necessary material(s), including permission to operate the vehicle for on-road testing or inspection. If any additional repairs are required, we will prepare a revised work order providing the cost of additional parts and labor and total revised cost. All parts are new unless specified otherwise.

Deposits are non-refundable. No returns or refunds on special ordered items or electrical parts. There is no warranty for used parts or customer supplied parts.

You agree that we are not responsible for loss or damage to your vehicle, including loss of articles left in the vehicle, including, without limitation, in case of fire, theft, or any other cause(s) beyond our control.

We are not responsible for any delays caused by unavailability of parts or delays in delivery of parts by the supplier or transporter. You have the right to know before authorizing any additional repairs what those repairs will be and what they will cost. If required repairs exceed the authorized estimated amount, we must obtain your approval to perform the repairs. We will keep you informed and perform only repairs authorized by you.

Labor	\$7,800.00
Parts	\$840.13
Subtotal	\$8,640.13
Tax	\$0.00
Grand Total	\$8,640.13
Paid to Date	(\$0.00)
REMAINING BALANCE	\$8,640.13

Signature _____



PO Box 17
Wilton, CT 06897-0017
Toll-Free: 1-844-MORT-MALL
FAX: 1-844-MORT-MALL

PRICE QUOTATION

Quote Date: 5/7/2025
Quote #: 250507-9

Quote Coroner Jennifer P. Muraski
Prepared Winnebago County Coroner's Office
For 403 Elm Street, 2nd Floor
Rockford, IL 61101
815-319-4970

Qty	Item #	Description	Unit Price	Total (Qty x Price)
2.00	MOBI-US-BR	MOBI Mortuary Cot Bed & Ramp	\$749.00	\$1,498.00
PLEASE NOTE THE FOLLOWING: Mobi said the shipping lead time for this order would be approximately 4-6 weeks after date of order.			Subtotal	\$1,498.00
			Sales Tax	NA
			Shipping	\$364.00
			Total	\$1,862.00

This price quotation is valid for 14 days after the quote date above.

5/5/2025
To-WINNEBAGO COUNTY CORONER/ MATT LANE
From-Charles Browne
Rockford Communications
720 Lorden Ct. Rockford. IL 61104 815-742-2842

Hi MATT
Subject-Costs to outfit new 2025 FORD TRANSIT WITH LIGHTS, AND IGNITION OVERRIDE

Quantity	Brand	Description	PaRT#	Cost	ext	
1	secure idle	ES350 IGNITION OVERRIDE		\$	250.00	\$ 250.00
1	STL	VISOR LIGHT	raptor tir o	\$	350.00	\$ 350.00
1	STL	TRANSIT MOUNT FOR VISOR LIGHT	o	\$	75.00	\$ 75.00
1	STL	REAR TRAFFIC ADVISOR LIGHT BAR WITH EXTENSION(SPLIT)	VLMC8 o	\$	500.00	\$ 500.00 TRI COLOR
1	STL	DIRECT CONTOL BOX TRAFFIC ADVISOR	o	\$	30.00	\$ 30.00
1	FEDERAL SI	BRAKE LIGHT FLASHER	FA6	\$	65.00	\$ 65.00
2	WHELEN	CLEAR VERTEX HIDE AWQAYS		\$	100.00	\$ 200.00
6	STL	Z12 TIR LED GRILLE 2-side-2 rear door s -grille	Z12 o	\$	78.00	\$ 468.00 2 IN FRONT GRILLE 2 IN REAR SIDE WINDOWS
4		PROGRAMMING BUTTONS		\$	8.00	\$ 32.00
			\$100			
			PARTS TOTAL		\$	1,970.00
			LABOR		\$	1,500.00
			FREIGHT		\$	50.00
			TRANSIT TOTAL		\$	3,520.00

Hi Hope,

We can make them in grey, black or white as well.

FORD TRANSIT LOW ROOF (WB 130")		
PART NUMBER	DESCRIPTION	PRICE/UNIT
MI-LIN346GRY	WINDOW PARTITION GRY	\$819.01
All prices are in USD and exclude taxes, duties and shipping		

Best regards

Simi Omotehinwa
Account Manager - Composites



Toll Free Phone 1 877 859 8591 • Ext.128
Toll Free Fax 1 877 817 1745
Cell 1 506 378 9432

www.malleyindustries.com



Click [here](#) to subscribe to our newsletter.

CONFIDENTIALITY NOTICE: The contents of this email message and any attachments are intended solely for the addressee(s) and may contain confidential and/or privileged information and may be legally protected from disclosure. If you are not the intended recipient of this message or their agent, or if this message has been addressed to you in error, please immediately alert the sender by reply email and then delete this message and any attachments. If you are not the intended recipient, you are hereby notified that any use, dissemination, copying, or storage of this message or its attachments is strictly prohibited.



Resolution Executive Summary

CIP Projects

Prepared By: Purchasing Department for Facilities
Committee Name: Operations and Administrative Committee
Committee Date: May 15, 2025
Board Date: May 22, 2025
Resolution Title: Resolution Awarding Replacement of 1st Floor Air Handler at Adult Probation and Wellness Center Using CIP 2025 Funds

Budget Information

Budgeted? YES	Amount Budgeted? \$120,000	CIP 2025
If not, originally budgeted, explain the funding source? N/A		
If CIP funded, original Board approved amount? \$120,000		
Over or Under approved amount? UNDER By: \$22,280		
ORG/OBJ/Project Codes: 82200-46320-C2521 Descriptor: CIP 2025 – Building Improvement Budget Impact? \$97,720		

Background Information: The 1st floor Air handler at the Adult Probation and Wellness Center is a Rheem unit with a Trane condensing unit. These units, combined, provide all the cooling needs and some of the heating for the 1st floor of Adult Probation and the Wellness Center. The air handler on the 1st floor was manufactured in October of 1987 and condensing unit from April 1999. The estimated life span of a Rheem air handler is 10-15 years. The unit is no longer warranted due to its almost 40 years of age and it is at the end of its useful life.

Purchasing issued IFB#25B-2398, went out for bid April 7, 2025, which yielded five (5) bids with the lowest bid received from LM Sheet Metal Inc. of Loves Park \$97,720, per the attached Bid Tab (see Resolution Exhibit A).

The Invitation for Bid was emailed to 43 potential bidders and local suppliers, including Local 23 Plumbers and Pipefitters and Northern IL Buildings Contractors, and was also publicly advertised in the RRStar and on County website. The pre-bid meeting was attended by representatives from seven (7) vendors, and yielded five (5) Bids.

Recommended By: Shawn Franks, Facilities

Follow-Up Steps: Purchasing Department will issue Purchase Order to LM Sheet Metal Inc. of Loves Park in the amount of \$97,720.

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

Sponsored by: Keith McDonald

Submitted by: Operations and Administrative Committee

2025 CR

RESOLUTION AWARDING REPLACEMENT OF 1ST FLOOR AIR HANDLER AT ADULT PROBATION AND WELLNESS CENTER USING CIP 2025

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 \$30,000 shall be awarded by competitive sealed bidding in accordance with this section except as otherwise provided in 2-357(c) (Request for Proposals), 2-357(d) (Professional Services), 2-357(e) (Sole-Source), 2-357(f) (Emergency Procurements), 2-357(g) (Cooperative Joint Purchasing) or as provided by State statute; and,

WHEREAS, the Air Handler is in need of replacement; and,

WHEREAS, the County went out for Bid #25B-2398 Wellness and 1st Floor Air Handler Replacement Winnebago County Adult Probation and Wellness Center; and,

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

LM Sheet Metal Inc.
6727 Elm Avenue
Loves Park, IL 61111

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, that the Director of Purchasing is authorized to issue a County Purchase Order, on behalf of the County of Winnebago, in the amount of \$97,720 to LM Sheet Metal Inc., 6727 Elm Avenue, Loves Park, IL 61111.

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

Respectfully Submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

KEITH McDONALD, CHAIR

KEITH McDONALD, CHAIR

VALERIE HANSERD, VICE CHAIR

VALERIE HANSERD, VICE CHAIR

PAUL ARENA

PAUL ARENA

JOHN BUTITTA

JOHN BUTITTA

JOE HOFFMAN

JOE HOFFMAN

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Resolution was adopted by the County Board of the County of
Winnebago, Illinois this ____ day of _____ 2025.

ATTESTED BY:

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

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



WINNEBAGO COUNTY

ILLINOIS

BID TAB

25B-2398 1ST FLOOR AIR HANDLER REPLACEMENT ADULT PROBATION

BID OPENING - MAY 7, 2025 AT 11:00 AM

VENDOR NAME	Hartwig Mechanical LLC Harvard, IL	Ceroni Piping Company Cherry Valley, IL	Complete Mechanical Solutions Machesney Park, IL	Miller Engineering Company Rockford, IL	LM Sheet Metal Inc. Loves Park, IL
PRICE FOR PARTS	\$37,435	\$119,700	\$87,669	\$64,700	\$47,500
PRICE FOR LABOR	\$61,965	\$16,450	\$28,952	\$37,000	\$50,270
TOTAL PROJECT PRICE	\$99,400	\$136,150	\$116,621	\$101,700	\$97,720
LEAD DAYS FOR MATERIAL	6 Weeks	4-6 Weeks	Stock	6 Weeks	42 Days (6 Weeks)
NUMBER OF DAYS TO COMPLETE WORK	14 Days	14 Days	14 Days	15 Days	14 Days



Resolution Executive Summary

CIP Projects

Prepared By: Purchasing Department for Facilities
Committee Name: Operations and Administrative Committee
Committee Date: May 15, 2025
Board Date: May 22, 2025
Resolution Title: Resolution Awarding Parking Lot Repaving for the Juvenile Justice Center Using CIP 2023 Funds

Budget Information

Budgeted? YES	Amount Budgeted? \$300,000
If not, originally budgeted, explain the funding source? N/A	
If CIP funded, original Board approved amount? \$300,000	
Over or Under approved amount? UNDER By: \$129,542	
ORG/OBJ/Project Codes: 82200-46310-C2335 Descriptor: CIP 2023 – Building Improvement	
Budget Impact? \$170,458	

Background Information: The north and south parking lots of the Juvenile Justice Center building are in desperate need of repaving. They are original to the construction of the building in approximately 1972, have been patched throughout the years, and are now beyond repair.

With the help of the County Highway Department providing bid specifications, Purchasing went out for bid IFB 25B-2401 Parking Lot Replacements for the Juvenile Justice Center at the beginning of April, which yielded three (3) bids with the lowest bid received from Norwest Construction, Inc. at \$170,458, per the attached Bid Tab (see Resolution Exhibit A). This total allows for both the north and south lots of the Juvenile Justice Center to be repaved simultaneously saving us approximately \$17,106 if the work was complete separately.

The Invitation for Bid was emailed to several local vendors, including the Northern Illinois Building Contractors Association (NIPCA), Project First Rate and also publicly advertised in the RRStar, the County website and the nationwide bidding platform, DemandStar.

Recommended By: Shawn Franks, Facilities Director, and Carlos Molina, County Engineer.

Follow-Up Steps: Purchasing Department will issue Purchase Order to Norwest Construction, Inc. in the amount of \$170,458.

R E S O L U T I O N
of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

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

2025 CR

**RESOLUTION AWARDING PARKING LOT REPAVING FOR
THE JUVENILE JUSTICE CENTER USING CIP 2023 FUNDS**

WHEREAS, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Section 2-357 (b) (1), Conditions for use. All procurements whose value equals or exceeds the competitive bidding threshold of \$30,000 shall be awarded by competitive sealed bidding in accordance with this section except as otherwise provided in 2-357(c) (Request for Proposals), 2-357(d) (Professional Services), 2-357(e) (Sole-Source), 2-357(f) (Emergency Procurements), 2-357(g) (Cooperative Joint Purchasing) or as provided by State statute; and,

WHEREAS, the Purchasing Department went out for bid 25B-2401 Parking Lots Replacements for the Juvenile Justice Center (2) in April to completely replace the north and south lots, which are beyond repair and five bid submissions were received; and,

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

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

(See Bid Tab, Resolution Exhibit A)

NOW, THEREFORE, BE IT RESOLVED, that the County Board of the County of Winnebago, Illinois that the Director of Purchasing is authorized to issue a Purchase Order in the amount of \$170,458, on behalf of the County of Winnebago, with NORWEST CONSTRUCTION, INC, 82 PRAIRIE HILL ROAD, SOUTH BELOIT, ILLINOIS 61080.

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

Respectfully Submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

KEITH McDONALD, CHAIR

KEITH McDONALD, CHAIR

VALERIE HANSERD

VALERIE HANSERD

PAUL ARENA

PAUL ARENA

JOHN BUTITTA

JOHN BUTITTA

JOE HOFFMAN

JOE HOFFMAN

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Resolution was adopted by the County Board of the County of
Winnebago, Illinois this ____ day of _____ 2025.

ATTESTED BY:

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

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



WINNEBAGO COUNTY

ILLINOIS

BID TAB- **ALTERNATE BID**

25B-2401 PARKING LOT REPLACEMENTS FOR THE JUVENILE JUSTICE CENTER (2)

BID OPENING - MAY 7, 2025 @ 2:00 PM

	VENDOR NAME			Norwest Construction Inc. South Beloit, IL		Stenstrom Exvavation & Blacktop Group Rockford, IL		Northern Illinois Service Company Rockford, IL	
	DESCRIPTIONS	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	PAVEMENT REMOVAL	SQ YD	1381	\$27.65	\$38,184.65	\$26.00	\$35,906.00	\$40.00	\$55,240.00
2	HMA BC IL-19.0 N50	TON	200	\$115.85	\$23,170.00	\$140.75	\$28,150.00	\$130.00	\$26,000.00
3	HMA SC IL-9.5 C N50	TON	120	\$115.85	\$13,902.00	\$166.25	\$19,950.00	\$140.00	\$16,800.00
4	SIDEWALK REMOVAL	SQ FT	1649	\$7.30	\$12,037.70	\$4.50	\$7,420.50	\$4.00	\$6,596.00
5	PC CONC SIDEWALK 4	SQ FT	1649	\$8.25	\$13,604.25	\$9.25	\$15,253.25	\$10.00	\$16,490.00
6	CURB REMOVAL	FOOT	700	\$25.80	\$18,060.00	\$21.75	\$15,225.00	\$4.00	\$2,800.00
7	COMB CC&G TB6.24	FOOT	700	\$37.95	\$26,565.00	\$41.00	\$28,700.00	\$44.00	\$30,800.00
8	AGG BASE CSE B	TON	176	\$29.20	\$5,139.00	\$66.75	\$11,748.00	\$35.00	\$6,160.00
9	CHAIN LINK FENCE, R & R	FOOT	20	\$158.10	\$3,162.00	\$105.00	\$2,100.00	\$150.00	\$3,000.00
10	PAINT PAVT MK LINE 4	FOOT	700	\$1.22	\$854.00	\$1.50	\$1,050.00	\$2.00	\$1,400.00
11	TRAF CONT & PROT SPL	L SUM	1	\$1,500.00	\$1,500.00	\$12,000.00	\$3,925.00	\$5,000.00	\$5,000.00
12	CONSTRUCTION LAYOUT	L SUM	1	\$2,500.00	\$2,500.00	\$3,200.00	\$3,200.00	\$5,500.00	\$5,500.00
13	DETECTABLE WARNINGS	SQ FT	32	\$27.00	\$864.00	\$42.50	\$1,360.00	\$45.00	\$1,440.00
14	CLEARING SPECIAL	L SUM	1	\$4,355.00	\$4,355.00	\$1,785.00	\$1,785.00	\$5,500.00	\$5,500.00
15	DETECTION LOOPS	FOOT	164	\$40.00	\$6,560.00	\$30.00	\$4,920.00	\$30.00	\$4,920.00
16	LANDSCAPE RESTORATION	L SUM	1	\$4,270.00	\$4,270.00	\$5,910.00	\$5,910.00	\$8,000.00	\$6,600.00
	TOTAL			\$170,457.80		\$186,602.75		\$194,246	



WINNEBAGO COUNTY

ILLINOIS

BID TAB- BASE BID

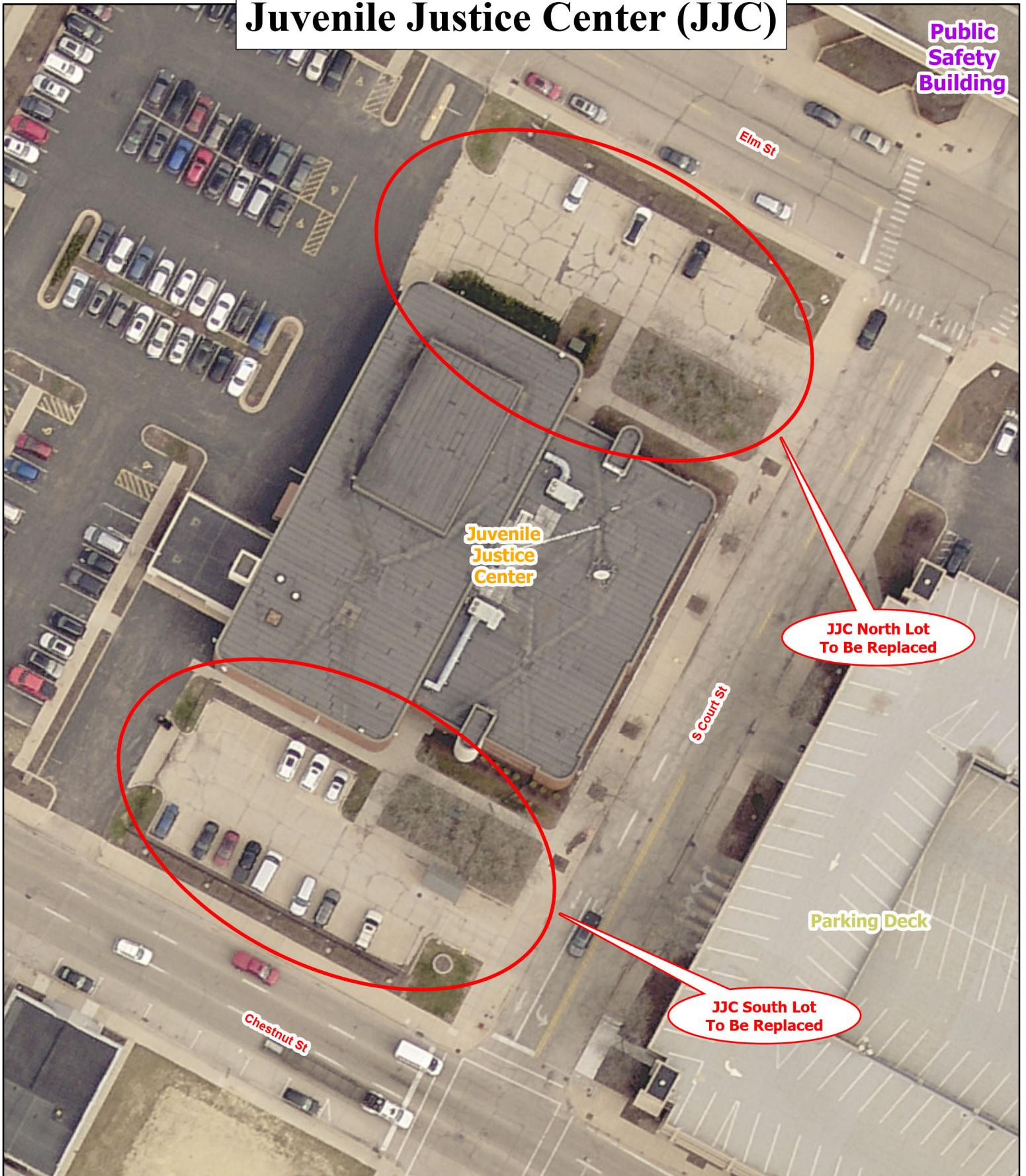
25B-2401 PARKING LOT REPLACEMENTS FOR THE JUVENILE JUSTICE CENTER (2)

BID OPENING - MAY 7, 2025 @ 2:00 PM

	VENDOR NAME			Norwest Construction Inc. South Beloit, IL		Stenstrom Exvavation & Blacktop Group Rockford, IL		Northern Illinois Service Company Rockford, IL	
	DESCRIPTIONS	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	PAVEMENT REMOVAL	SQ YD	1381	\$28.51	\$39,372.31	\$26.00	\$35,906.00	\$40.00	\$55,240.00
2	HMA BC IL-19.0 N50	TON	200	\$134.63	\$26,926.00	\$140.75	\$28,150.00	\$130.00	\$26,000.00
3	HMA SC IL-9.5 C N50	TON	120	\$134.36	\$16,123.20	\$166.25	\$19,950.00	\$140.00	\$16,800.00
4	SIDEWALK REMOVAL	SQ FT	1649	\$7.30	\$12,037.70	\$4.50	\$7,420.50	\$4.00	\$6,596.00
5	PC CONC SIDEWALK 4	SQ FT	1649	\$10.25	\$16,902.25	\$9.25	\$15,253.25	\$10.00	\$16,490.00
6	CURB REMOVAL	FOOT	700	\$25.80	\$18,060.00	\$21.75	\$15,225.00	\$4.00	\$2,800.00
7	COMB CC&G TB6.24	FOOT	700	\$37.95	\$26,565.00	\$41.00	\$28,700.00	\$44.00	\$30,800.00
8	AGG BASE CSE B	TON	176	\$39.65	\$6,978.40	\$66.75	\$11,748.00	\$35.00	\$6,160.00
9	CHAIN LINK FENCE, R & R	FOOT	20	\$158.10	\$3,162.00	\$105.00	\$2,100.00	\$150.00	\$3,000.00
10	PAINT PAVT MK LINE 4	FOOT	700	\$2.09	\$1,463.00	\$1.50	\$1,050.00	\$2.00	\$1,400.00
11	TRAF CONT & PROT SPL	L SUM	1	\$1,500.00	\$1,500.00	\$12,000.00	\$12,000.00	\$5,000.00	\$5,000.00
12	CONSTRUCTION LAYOUT	L SUM	1	\$2,500.00	\$2,500.00	\$3,200.00	\$3,200.00	\$5,500.00	\$5,500.00
13	DETECTABLE WARNINGS	SQ FT	32	\$27.00	\$864.00	\$42.50	\$1,360.00	\$45.00	\$1,440.00
14	CLEARING SPECIAL	L SUM	1	\$5,535.00	\$5,535.00	\$1,785.00	\$1,785.00	\$5,500.00	\$5,500.00
15	DETECTION LOOPS	FOOT	164	\$32.35	\$5,305.40	\$30.00	\$4,920.00	\$30.00	\$4,920.00
16	LANDSCAPE RESTORATION	L SUM	1	\$4,270.00	\$4,270.00	\$5,910.00	\$5,910.00	\$8,000.00	\$8,000.00
	TOTAL			\$187,564.26		\$194,677.75		\$195,646	

Juvenile Justice Center (JJC)

Public
Safety
Building



1 inch equals 50 feet

Map Created: 5/7/2025





Resolution Executive Summary For CIP Projects

Prepared By: Purchasing Department for Sheriff's Office
Committee Name: Operations and Administrative Committee
Committee Date: May 15, 2025
Board Date: May 22, 2025
Resolution Title: Resolution Awarding Purchase of Replacement Truck for Winnebago County Sheriff's Office using CIP PSST 2025 Funds

Budget Information

Budgeted? YES	Amount Budgeted? \$55,000
If not, originally budgeted, explain the funding source?	
If CIP funded, original Board approved amount? \$55,000	
Over or Under approved amount? UNDER By:	
Reason for CIP increase? N/A	
ORG/OBJ/Project Codes: 82200-46410-C2522 Descriptor: CIP-PSST 2025 Automobile Budget Impact? \$55,000	

Background Information: The Winnebago County Sheriff's Office (WCSO) requested the purchase of one vehicle using CIP-PSST 2025 funds. The vehicle for purchase is a 2025 Chevrolet Tahoe.

The Purchasing Department and the Sheriff's Office reached out for quotes and availability. Karl Emergency Vehicles presented the best offer for the vehicle and outfitting (See Resolution Exhibit A and B).

Recommended By: Sheriff Gary Caruana and Deputy Chief Ryan Heavin

Follow-Up Steps: Purchasing Department will prepare and submit Purchase Orders to Karl Emergency Vehicles in the amount of \$55,000.

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

Sponsored by: Keith McDonald

Submitted by: Operations and Administrative Committee

2025 CR

**RESOLUTION AWARDING PURCHASE OF REPLACEMENT TRUCK FOR WINNEBAGO COUNTY
SHERIFF'S OFFICE USING CIP PSST 2025 FUNDS**

WHEREAS, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Section 2-357 (b) (1), Conditions for use. All procurements whose value equals or exceeds the competitive bidding threshold of \$30,000.00 shall be awarded by competitive sealed bidding in accordance with this section except as otherwise provided in 2-357(c) (Request for Proposals), 2-357(d) (Professional Services), 2-357(e) (Sole-Source), 2-357(f) (Emergency Procurements), 2-357(g) (Cooperative Joint Purchasing) or as provided by State statute; and

WHEREAS, the Winnebago County Sheriff's Office requested the purchase of one Replacement Truck, using CIP-PSST 2025 funds; and

WHEREAS, the Purchasing Department and the Sheriff's Office obtained quotes for price and delivery, resulting in the lowest price and best lead time from Karl Emergency Vehicles; and

WHEREAS, the Operations & Administrative Committee of the County Board for the County of Winnebago, Illinois has reviewed the quotes for the Replacement Truck and Vehicle Outfitting, (Resolution Exhibit A and B) and recommends awarding the purchases to Karl Emergency Vehicles.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, that the Director of Purchasing is authorized to issue Purchase Orders, on behalf of the County of Winnebago, Illinois to Karl Emergency Vehicles 5983 NE Industry Dr. Des Moines, IA 50313.

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

Respectfully Submitted,
OPERATIONS AND ADMINISTRATIVE COMMITTEE

AGREE

DISAGREE

KEITH McDONALD, CHAIR

KEITH McDONALD, CHAIR

VALERIE HANSERD, VICE CHAIR

VALERIE HANSERD, VICE CHAIR

PAUL ARENA

PAUL ARENA

JOHN BUTITTA

JOHN BUTITTA

JOE HOFFMAN

JOE HOFFMAN

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Resolution was adopted by the County Board of the County of
Winnebago, Illinois this ____ day of _____ 2025.

ATTESTED BY:

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

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

QUOTE TAB			
25NB-2412			
WCSO REPLACE TRUCK USING CIP PSST 2025 FUNDS			
	Karl Emergency Vehicles Des Moines, IA	Alan Browne Chevrolet Genoa, IL	Currie Motors Chevrolet, Inc. Forest Park, IL
2025 Chevrolet Tahoe	\$ 51,600	\$ 84,210	\$ 73,580
Outfitting	\$ 3,400	\$ 3,400	\$ 3,400
Total	\$ 55,000	\$ 87,610	\$ 76,980



Karl Emergency Vehicles

5983 NE Industry Dr
Des Moines, IA 50313
Phone: 515-264-6325

Resolution Exhibit B

Quotation

Quote Winnebago County Sheriff (IL)

To: 650 W State ST
Rockford, IL 61102

Quote Number:	13523	Contact:	Hastings
Quote Date:	05/02/2025	Expires:	06/01/2025
Customer:	WINNE61102	Inquiry:	
Salesman:	Jon Thomas	Terms:	UNKNOWN...
Ship Via:		Phone:	(815) 319-6000
		FAX:	

2025 Chevrolet Tahoe Special Service
VIN - 1GNS6LED7SR255755

Item	Part Number Description	Quantity	MSRP	Price	Total Line Price
1	LABOR LABOR TO INSTALL AND FINSH BUILD - HOURLY STATE BID RATE	16	\$165.00	\$85.00 /HR	\$1,360.00
2	SA315P SA315P SPEAKER, BLACK PLASTIC	1	\$403.00	\$186.00 /EA	\$186.00
3	SAK9 SA315 SIREN MT KIT UNIV SWIVEL	1	\$51.00	\$30.71 /EA	\$30.71
4	IONR ION LIGHT RED	2	\$178.00	\$105.02 /EA	\$210.04
5	IONB ION LIGHT BLUE	2	\$178.00	\$105.02 /EA	\$210.04
6	PSE02FCR STRIP-LITE+ DUO FLASHR BLU/WHT	1	\$218.00	\$128.62 /EA	\$128.62
7	PSD02FCR STRIP-LITE+ DUO FLASHR RED/WHT	1	\$218.00	\$128.62 /EA	\$128.62
8	PSBKT90 STRIP-LITE+ 90 DEG MT KIT	2	\$32.00	\$18.66 /EA	\$37.32
9	IW54UFX DUO I-E XLP 12-LT 2021 TAHOE	1		\$550.00 /EA	\$550.00
10	SHOP SUPPLIES Expendable materials used for production	1		\$25.00 /EA	\$25.00
11	HHS4200 SIREN AMP W/ HAND-HELD CONTROL	1	\$856.00	\$500.34 /EA	\$500.34
12	MMBP-25 MAGNETIC MIC CLIP	1	\$49.21	\$33.00 /EA	\$33.00
13	2025 CHEVROLET TAHOE SSV VIN 1GNS6LED7SR255755	1		\$51,600.00 /EA	\$51,600.00
Total:					\$54,999.69

<u>Item</u>	<u>Part Number</u> <u>Description</u>	<u>Quantity</u>	<u>MSRP</u>	<u>Price</u>	<u>Total Line Price</u>
-------------	--	-----------------	-------------	--------------	-------------------------

Acknowledgement / Date



Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

Window Sticker

SUMMARY

[Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial	MSRP:\$55,500.00
Interior:Jet Black, Cloth seat trim	
Exterior 1:Black	
Exterior 2:No color has been selected.	
Engine, 5.3L EcoTec3 V8	
Transmission, 10-speed automatic	

OPTIONS

CODE	MODEL	MSRP
CK10706	[Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial	\$55,500.00
OPTIONS		
1FL	Commercial Preferred Equipment Group	\$0.00
5J3	Calibration, Surveillance Mode interior lighting	Inc.
5J9	Calibration, taillamp flasher, Red/White	Inc.
5LO	Calibration, taillamp flasher, Red/Red	Inc.
6J7	Flasher system, headlamp and taillamp, DRL compatible with control wire	Inc.
9C1	Identifier for Police Package Vehicle	\$0.00
AMF	Remote Keyless Entry Package	Inc.
ATD	Seat delete, third row	Inc.
AX2	Key, unique	Inc.
AYH	Airbags, Frontal airbags for driver and front outboard passenger;	Inc.
AZ3	Seats, front 40/20/40 split-bench	Inc.
BCV	Lock control, driver side auto door lock disable	Inc.
BTV	Remote start	Inc.
C6G	GVWR, 7600 lbs. (3447 kg)	Inc.
FE9	Emissions, Federal requirements	\$0.00
GBA	Black	\$0.00
GU5	Rear axle, 3.23 ratio	\$0.00

At the user's request, prices for this vehicle have been formulated on the basis of Initial Pricing for the vehicle, however GM cannot guarantee that Initial Pricing is available. This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 25110. Data Updated: Apr 1, 2025 6:47:00 PM PDT.



KARL AUTOMOTIVE GROUP

JACOB MADSEN | 5156453634 | J.MADSEN@KARLCHEVROLET.COM

Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

H1T	Jet Black, Cloth seat trim		\$0.00
K34	Cruise control, electronic with set and resume speed	Inc.	
K3W	Battery, 850 cold-cranking amps with 95 amp hour rating	Inc.	
K6K	Battery, auxiliary, 760 cold-cranking amps with 70 amp hour rating	Inc.	
KX4	Alternator, 250 amps	Inc.	
L84	Engine, 5.3L EcoTec3 V8		\$0.00
MHU	Transmission, 10-speed automatic	Inc.	
PXT	Wheels, 20" x 9" (50.8 cm x 22.9 cm) steel	Inc.	
RAV	Tire, spare 275/55R20 all-season, blackwall, Firestone Firehawk Pursuit	Inc.	
RC1	Skid plate, front	Inc.	
RNQ	Wheel, full-size spare, matching 20" (50.8 cm) steel wheel without center cap	Inc.	
T66	Wiring provision, for outside mirrors and cargo side mirrors	Inc.	
UD7	Rear Parking Assist	Inc.	
URW	Audio system, 17.7" diagonal advanced color LCD display		\$0.00
UT7	Ground wires, blunt cut cargo area and blunt cut console area	Inc.	
V53	Luggage rack side rails, delete	Inc.	
V76	Recovery hooks, 2 front, frame-mounted, Black	Inc.	
VZ2	Speedometer calibration	Inc.	
WUA	Fascia, front high-approach angle	Inc.	
XCS	Tires, 275/55R20SL all-season, blackwall, Firestone Firehawk Pursuit	Inc.	
Z56	Suspension Package, heavy-duty, police-rated.	Inc.	
—	Capless Fuel Fill	Inc.	
—	Exterior ornamentation delete	Inc.	
—	Instrumentation, analog	Inc.	
—	Theft-deterrent system, vehicle, PASS-Key III	Inc.	
—	Power supply, 50-amp, power supply, auxiliary battery, passenger compartment wiring harness	Inc.	
—	Power supply, 100-amp, auxiliary battery, passenger compartment wiring harness	Inc.	

At the user's request, prices for this vehicle have been formulated on the basis of Initial Pricing for the vehicle, however GM cannot guarantee that Initial Pricing is available. This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 25110. Data Updated: Apr 1, 2025 6:47:00 PM PDT.



Vehicle: [Fleet] 2025 Chevrolet Tahoe (CK10706) 4WD 4dr Commercial (Complete)

—	Power supply, 120-amp, (4) 30-amp circuit, Primary battery, relay controlled, passenger compartment harness wiring	Inc.
—	Seat belts, 3-point, all seating positions	Inc.
—	Active Hill Hold Assist	Inc.
—	Protected idle	Inc.
SUBTOTAL		\$55,500.00
Adjustments Total		\$0.00
Destination Charge		\$1,995.00
TOTAL PRICE		\$57,495.00

FUEL ECONOMY

Est City:N/A
Est Highway:N/A
Est Highway Cruising Range:N/A

At the user's request, prices for this vehicle have been formulated on the basis of Initial Pricing for the vehicle, however GM cannot guarantee that Initial Pricing is available. This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 25110. Data Updated: Apr 1, 2025 6:47:00 PM PDT.

PUBLIC WORKS COMMITTEE



Resolution Executive Summary

Prepared By: Winnebago County Highway Department

Committee: Public Works Committee

Committee Date: Tuesday, May 13, 2025

Resolution Title:

(25-030) Ordinance Establishing a Speed Zone on Latham Road (CH 17) from Rockton Avenue to IL-2

Board Meeting Date: Thursday, May 22, 2025

Budget Information:

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

Background Information:

A speed study and an engineering study were conducted by the Highway Department per guidelines for establishing speed limits on highways.

Recommendation:

Staff recommends approval of a 50 mph speed zone.

Contract/Agreement:

N/A

Legal Review:

By the State Attorney's office.

Follow-Up:

Required signs will be posted by the Highway Department.

**ORDINANCE OF THE
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS
25-OR
SUBMITTED BY: PUBLIC WORKS COMMITTEE
SPONSERED BY: DAVE TASSONI**

**ORDINANCE ESTABLISHING A SPEED ZONE ON LATHAM ROAD (CH 17)
FROM ROCKTON AVENUE TO IL Route 2**

WHEREAS, Section 11-604 of the Illinois Vehicle Code, 625 ILCS 5/11-604, authorizes the County Board to determine and declare by ordinance a reasonable and safe absolute maximum speed limit on county highways and township roads when it determines that the otherwise applicable maximum speed limit is greater or less than is reasonable and safe with respect to the conditions found to exist at any place or along any part of the highway or street; and

WHEREAS, a 0.9-mile section of Latham Road from Rockton Avenue to IL-2, is under the Jurisdiction of Winnebago County; and

WHEREAS, the Winnebago County Highway Department has determined by an engineering study based upon the "Guidelines for establishing speed limits on County and Township Highways" that the reasonable and safe absolute maximum speed for that portion of the said road is 50 miles per hour;

NOW, THEREFORE, BE IT ORDAINED by the County Board of the County of Winnebago, Illinois that the maximum speed limit on Latham Road from Rockton Avenue to IL Route 2, under the County's Jurisdiction, shall be 50 miles per hour;

BE IT FURTHER ORDAINED, that the Winnebago County Engineer is directed to erect appropriate signs giving notice of the speed limit at the proper locations.

BE IT FURTHER ORDAINED, that this Ordinance is effective immediately upon its adoption, but the altered speed limits as determined and declared herein shall not become effective until the appropriate signs giving notice of the limits are erected.

BE IT FURTHER ORDAINED, that the Clerk of the County Board is hereby directed to prepare and deliver three certified copies of this Ordinance to the Winnebago County Engineer.

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois, this ____ day of _____, 25

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

ATTEST:

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


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

Your Public Works Committee presents the following **ORDINANCE ESTABLISHING A
SPEED ZONE ON LATHAM ROAD** and recommends its adoption.

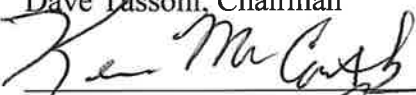
Respectfully submitted
PUBLIC WORKS COMMITTEE

AGREE

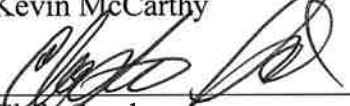
DISAGREE



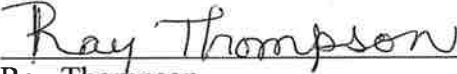
Dave Tassoni, Chairman




Kevin McCarthy



Chris Scrol



Ray Thompson



Jim Webster

Dave Tassoni, Chairman

Kevin McCarthy

Chris Scrol

Ray Thompson

Jim Webster

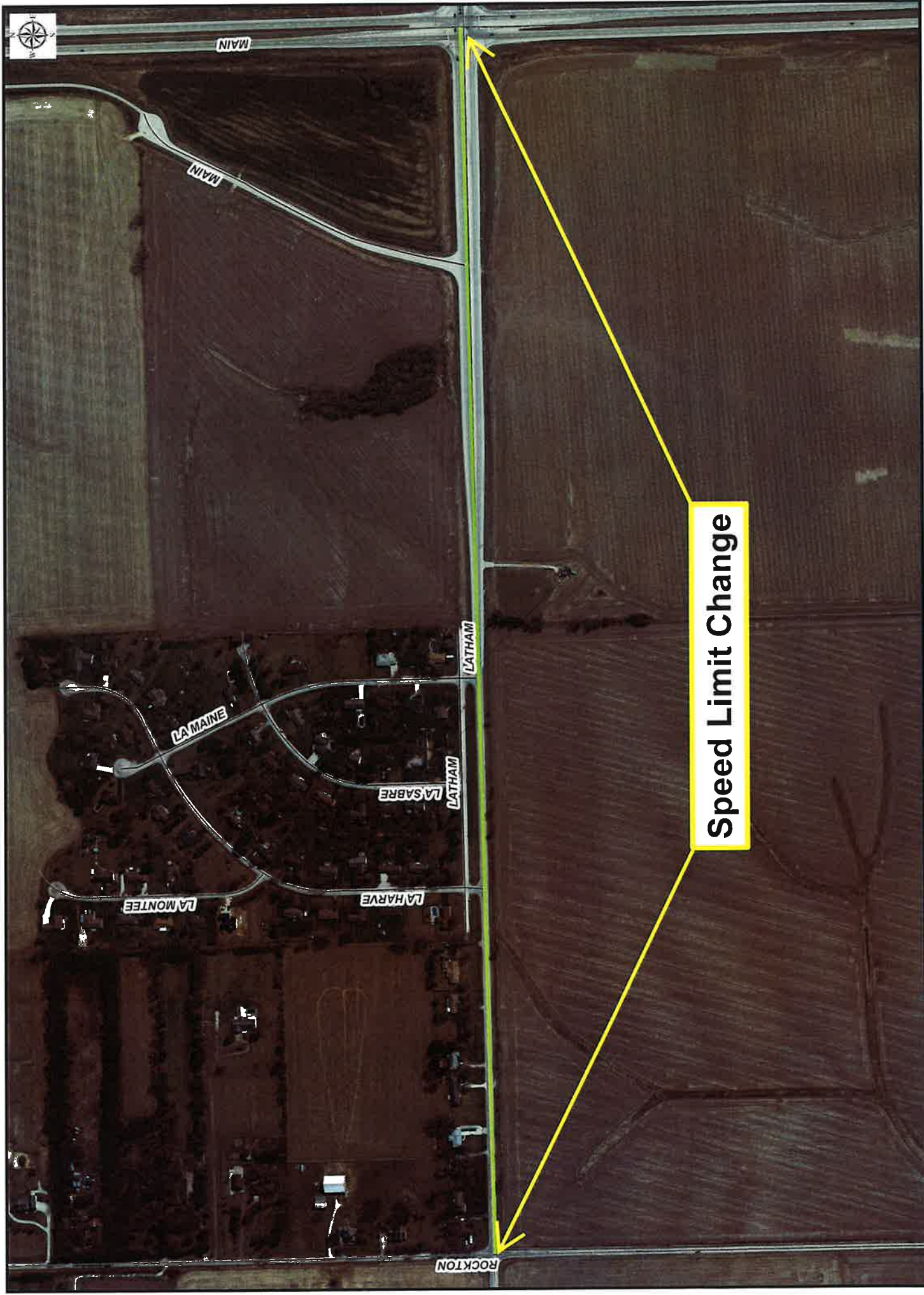
The above and foregoing Resolution was adopted by the County Board of the County of
Winnebago, Illinois this ____ day of _____, 2025.

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

ATTEST:

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

Location Map Latham Road





Resolution Executive Summary

Prepared By: Winnebago County Highway Department

Committee: Public Works Committee

Committee Date: Tuesday, May 13, 2025

Resolution Title:

(25-031) Resolution to Reject Bid for Box Culvert Materials on Rockton Avenue at Gleasman Road (Section: 25-00737-00-BR)

Board Meeting Date: Thursday, May 22, 2025

Budget Information:

Was item budgeted	yes	Appropriation Amount:	\$
If not, explain funding source:			
ORG/OBJ/Project Code: 462-46330 Budget Impact: \$ N/A			

Background Information:

The only bidder did not include the required addendum No. 1, which addressed a change to the box culvert dimensions. Other vendors did not submit a bid due to not being able to meet our delivery timeline for this year. This project can be bid at a later date.

Recommendation:

Staff recommends to reject this bid.

Contract/Agreement:

N/A

Legal Review:

By the State Attorney's office.

Follow-Up:

The Highway Department will review the plans and timeline for a later date.

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

25-CR-XXX

**SUBMITTED BY: PUBLIC WORKS COMMITTEE
SPONSORED BY: DAVE TASSONI**

**RESOLUTION TO REJECT BID FOR BOX CULVERT MATERIALS ON
ROCKTON AVENUE AT GLEASMAN ROAD
(SECTION: 25-00737-00-BR)**

WHEREAS, the Winnebago County Highway Department plans to replace the existing culverts on the north and south legs of Rockton Avenue at the Gleasman Road intersection; and

WHEREAS, in connection with said project, one (1) bid was received at the Winnebago County Highway Department on May 6, 2025 for Section 25-00737-00-BR; and

WHEREAS, the one (1) and only bidder did not include all the required bid documentation; and

WHEREAS, it is in the public interest to reject the one and only bid for the above referenced project.

NOW THEREFORE BE IT RESOLVED by the County Board of the County of Winnebago, Illinois hereby rejects this one (1) and only bid received on May 6, 2025, for the above-referenced project; and

BE IT FURTHER RESOLVED that the County Board of the County of Winnebago, Illinois directs the County Engineer to review the plans and timeline for this project so that it can be completed at a later date; and

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

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 Winnebago County Auditor, Treasurer and County Engineer.

Respectfully submitted
PUBLIC WORKS COMMITTEE

AGREE



Dave Tassoni, Chairman



Kevin McCarthy



Chris Scrol



Ray Thompson



Jim Webster

DISAGREE

Dave Tassoni, Chairman

Kevin McCarthy

Chris Scrol

Ray Thompson

Jim Webster

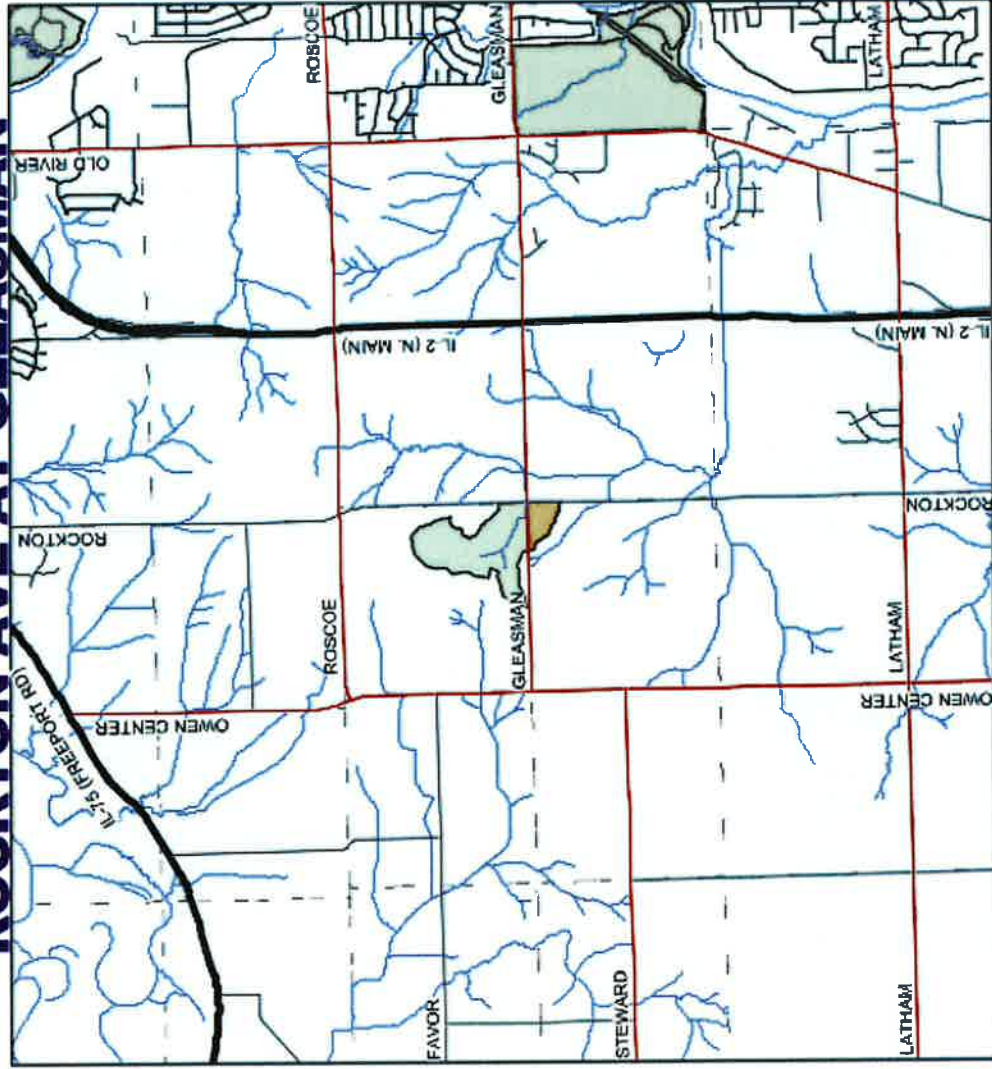
The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____, 2025.

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

ATTEST:

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

NORTH & SOUTH LEGS OF ROCKTON AVE AT GLEASMAN





Resolution Executive Summary

Prepared By: Winnebago County Highway Department

Committee: Public Works Committee

Committee Date: Tuesday, May 13, 2025

Resolution Title:

(25-032) Resolution Authorizing the Award of Bid for Moate Road Resurfacing (Section: 25-00000-03-GM)

Board Meeting Date: Thursday, May 22, 2025

Budget Information:

Was item budgeted	Yes	Appropriation Amount: \$ 800,000
If not, explain funding source:		
ORG/OBJ/Project Code: 464(46330) Budget Impact: \$ 794,444.04		

Background Information:

This 2.8 mile section of Moate Road extends from IL Route 70 to IL Route 75. The shoulders were paved last year under a separate contract.

Recommendation:

Staff recommends approval to complete this section of road. After this project is completed, this road will not be posted for limited weights in the spring.

Contract/Agreement:

After approval by County board

Legal Review:

By the State Attorney's office.

Follow-Up:

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

25-CR-XXX

**SUBMITTED BY: PUBLIC WORKS COMMITTEE
SPONSORED BY: DAVE TASSONI**

**RESOLUTION AUTHORIZING THE AWARD OF BID FOR
MOATE ROAD RESURFACING
(SECTION: 25-00000-03-GM)**

WHEREAS, the County of Winnebago has planned the Resurfacing of Moate Road from IL-70 to IL-75.

WHEREAS, in connection with said project, three bids were received, as shown on the attached bid tab, at the Winnebago County Highway Department on May 06, 2025 with the low bid being from Helm Civil in the amount of \$794,444.04; and

WHEREAS, it would be in the public interest to award this project to the low bidder Helm Civil in the amount of \$794,444.04.

NOW THEREFORE BE IT RESOLVED by the County Board of the County of Winnebago, Illinois that the low bid received on May 06, 2025 for Section 25-00000-03-GM from Helm Civil in the amount of \$794,444.04 is hereby awarded, and that the County Board Chairman is authorized to execute on behalf of the County of Winnebago a contract with Helm Civil for the above noted work; and

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

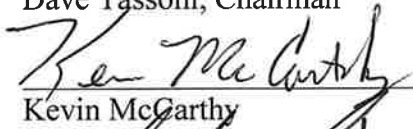
BE IT FURTHER RESOLVED that the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Winnebago County Auditor, Treasurer and County Engineer.

Respectfully submitted
PUBLIC WORKS COMMITTEE

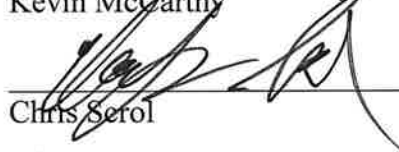
AGREE



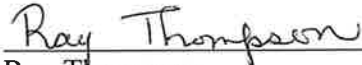
Dave Tassoni, Chairman



Kevin McCarthy



Chris Scrol



Ray Thompson



Jim Webster

DISAGREE

Dave Tassoni, Chairman

Kevin McCarthy

Chris Scrol

Ray Thompson

Jim Webster

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____, 2025.

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

ATTEST:

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



Illinois Department
of Transportation

Moate Road Resurfacing
Tabulation of Bids

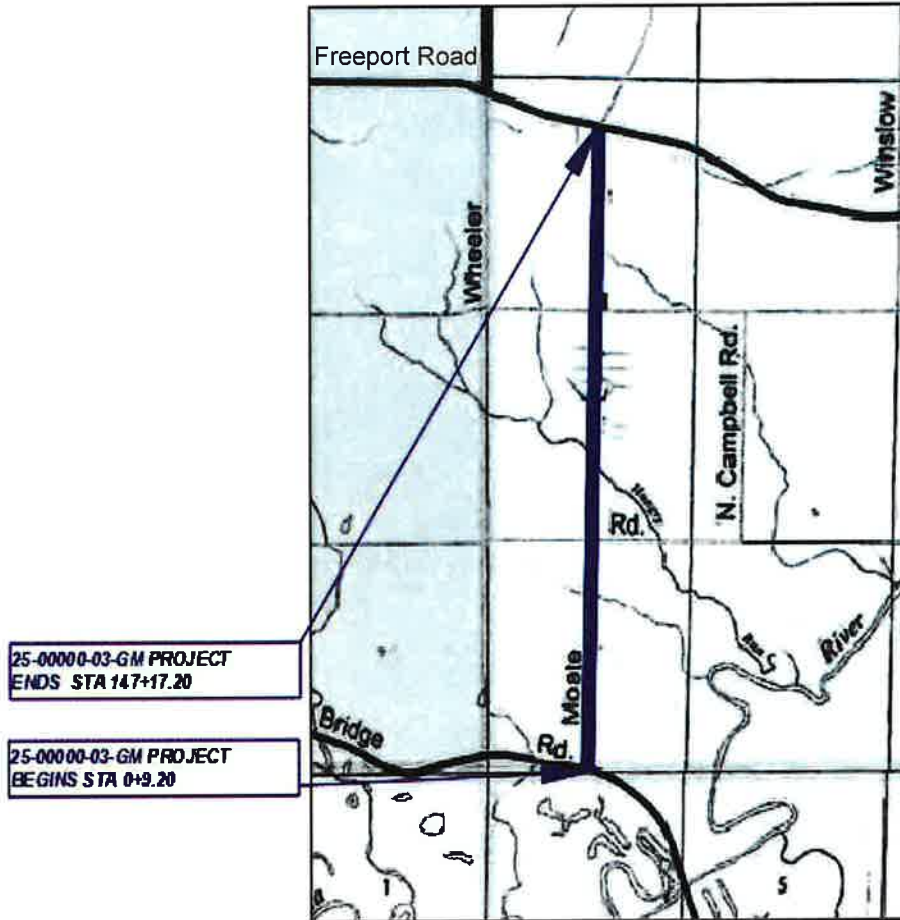
Local Public Agency: COUNTY Date: 6/5/2025
County: WINNEBAGO Time: 10:00AM
Section: 25-00000-03-GM Appropriation: MFT
Estimate: Not Published

Attended By: Sean Von Bergen, Bharath Mandula, Eric Paulsen,
Cales Krueger, Gene Johnson, John Massa, Greg Shelton

Name of Bidder:			Helm Civil			Rock Road Companies, Inc.			Martin and Company		
Address of Bidder:			2283 Route 20 East			P.O. Box 1818			2456 E Pleasant Grove Road		
			Freeport, IL 61032			Janesville, WI 53547-1818			Oregon, IL 61061		
Proposal Guarantee:			Bid Bond			Bid Bond			Bid Bond		
Approved Engineer's Estimate											
Item No.	Item	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
40600290	BIT MATLS TACK CT	POUND	31560		\$ -	0.5000	\$ 15,780.00	0.0100	\$ 315.60	0.1000	\$ 3,156.00
40600370	LONG JOINT SEALANT	FT	14710		\$ -	2.8000	\$ 41,188.00	2.9400	\$ 43,247.40	3.4000	\$ 50,014.00
40600900	HMA BC HM N50	TON	5		\$ -	250.0000	\$ 1,250.00	149.6900	\$ 748.45	100.0000	\$ 500.00
40600982	HMA SURF REM BUTT JT	SY	275		\$ -	12.0000	\$ 3,300.00	22.0000	\$ 6,050.00	8.3000	\$ 2,282.50
40600990	TEMPORARY RAMP	SY	93		\$ -	12.0000	\$ 1,116.00	22.2400	\$ 2,068.32	5.0000	\$ 465.00
40602978	HMA BC IL-9.5 N50	TON	4086		\$ -	74.0000	\$ 302,364.00	78.0000	\$ 318,708.00	76.0000	\$ 310,536.00
40604060	HMA SC IL-9.5 D N50	TON	3916		\$ -	74.0000	\$ 289,784.00	80.0000	\$ 313,280.00	76.0000	\$ 297,616.00
40800050	INCIDENTAL HMA SURF	TON	135		\$ -	125.0000	\$ 16,875.00	195.3800	\$ 26,376.30	100.0000	\$ 13,500.00
48102100	AGG WEDGE SHLD TYPE B	TON	1100		\$ -	25.0000	\$ 27,500.00	22.0000	\$ 24,200.00	24.0000	\$ 26,400.00
63500105	DELINEATORS	EA	2		\$ -	100.0000	\$ 200.00	285.0000	\$ 570.00	350.0000	\$ 700.00
64200108	SHOULDER RUM STRIP 8	FT	29420		\$ -	0.2200	\$ 6,472.40	0.4500	\$ 13,239.00	0.3500	\$ 10,297.00
67100100	MOBILIZATION	LSUM	1		\$ -	10,500.0000	\$ 10,500.00	21,477.6800	\$ 21,477.68	44,000.0000	\$ 44,000.00
70103700	TRAF CONT COMPL	LSUM	1		\$ -	10,500.0000	\$ 10,500.00	7,023.0000	\$ 7,023.00	13,000.0000	\$ 13,000.00
70300100	SHORT TERM PAVT MKING	FT	335		\$ -	1.0000	\$ 335.00	3.2700	\$ 1,095.45	0.5000	\$ 167.50
70300150	SHRT TRM PAVT MK REM	SF	50		\$ -	6.5000	\$ 325.00	15.0000	\$ 750.00	16.0000	\$ 800.00
78000200	THPL PVT MK LINE 4	FT	20500		\$ -	0.9000	\$ 18,450.00	0.6500	\$ 13,325.00	0.7000	\$ 14,350.00
78000400	THPL PVT MK LINE 6	FT	29420		\$ -	1.4000	\$ 41,188.00	0.9800	\$ 28,831.60	1.0000	\$ 29,420.00
78000500	THPL PVT MK LINE 8	FT	164		\$ -	1.8600	\$ 305.04	1.3000	\$ 213.20	1.5000	\$ 246.00
78000600	THPL PVT MK LINE 12	FT	120		\$ -	2.7900	\$ 334.80	1.9500	\$ 234.00	2.2000	\$ 264.00
78000650	THPL PVT MK LINE 24	FT	100		\$ -	5.5800	\$ 558.00	3.9000	\$ 390.00	5.0000	\$ 500.00
X0326697	CENTERLN RUM STRIP 8	FT	14710		\$ -	0.2900	\$ 4,118.80	0.7300	\$ 10,738.30	0.7000	\$ 10,297.00
Z0013797	CONSTRUCTION LAYOUT	LSUM	1		\$ -	2,000.0000	\$ 2,000.00	0.0100	\$ 0.01	5,000.0000	\$ 5,000.00
Total Bid:				As Read:		794,444.04		As Calculated:		832,881.31	
						794,444.04				833,511.00	

STATE OF ILLINOIS
WINNEBAGO COUNTY HIGHWAY DEPARTMENT
PLANS FOR MOATE ROAD RESURFACING
SECTION NO.: 25-00000-03-GM

MOATE ROAD RESURFACING



MOATE ROAD: 14.720 (2.79 MILES)

MOATE ROAD OMISSION: 0.00 FT = 0.00 MILES

NET PROJECT LENGTH: 14,710 FT (2.79 MILES)

ADT: 600 (2022)
FUNCTIONAL CLASSIFICATION: MINOR COLLECTOR
DESIGN SPEED: 55 MPH
DESIGN POLICY: GENERAL MAINTENANCE

County Board: District 1



Resolution Executive Summary

Prepared By: Winnebago County Highway Department

Committee: Public Works Committee

Committee Date: Tuesday, May 13, 2025

Resolution Title:

(25-033) Resolution Authorizing the Award of Bid for Pecatonica Road Shoulder Paving
(Section: 25-00000-05-GM)

Board Meeting Date: Thursday, May 22, 2025

Budget Information:

Was item budgeted	Yes	Appropriation Amount: \$ 550,000
If not, explain funding source:		
ORG/OBJ/Project Code: 464(46330) Budget Impact: \$ 547,408.5		

Background Information:

This section of S. Pecatonica Road was rehabilitated in 1998. To continue with our long range plan to increase safety and preserve our road infrastructure, this project will pave the existing gravel shoulders and the road will then be resurfaced in 2026.

Recommendation:

Staff recommends approval

Contract/Agreement:

After County Board approval

Legal Review:

By the State Attorney's office.

Follow-Up:

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

25-CR-XXX

**SUBMITTED BY: PUBLIC WORKS COMMITTEE
SPONSORED BY: DAVE TASSONI**

**RESOLUTION AUTHORIZING THE AWARD OF BID FOR
PECATONICA ROAD SHOULDER PAVING
(SECTION: 25-00000-05-GM)**

WHEREAS, the County of Winnebago has planned to build up and pave the shoulders, with resurfacing in the near future, on South Pecatonica Road from Edwardsville Road to US 20; and

WHEREAS, in connection with said project, three bids were received, as shown on the attached bid tab, at the Winnebago County Highway Department on May 06, 2025 with the low bid being from Martin and Company Excavating in the amount of \$547,408.50; and

WHEREAS, it would be in the public interest to award this project to the low bidder Martin and Company Excavating in the amount of \$547,408.50.

NOW THEREFORE BE IT RESOLVED by the County Board of the County of Winnebago, Illinois that the low bid received on May 06, 2025 for Section 25-00000-05-GM from Martin and Company Excavating in the amount of \$547,408.50 is hereby awarded, and that the County Board Chairman is authorized to execute on behalf of the County of Winnebago a contract with Martin and Company Excavating for the above noted work; and

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

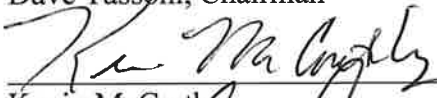
BE IT FURTHER RESOLVED that the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Winnebago County Auditor, Treasurer and County Engineer.

Respectfully submitted
PUBLIC WORKS COMMITTEE

AGREE




Dave Tassoni, Chairman



Kevin McCarthy



Chris Scrol



Ray Thompson



Jim Webster

DISAGREE

Dave Tassoni, Chairman

Kevin McCarthy

Chris Scrol

Ray Thompson

Jim Webster

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____, 2025.

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

ATTEST:

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



Pecatonica Road Shoulder Paving
Tabulation of Bids

Local Public Agency: COUNTY
County: WINNEBAGO
Section: 25-00000-05-GM
Estimate: Not Published

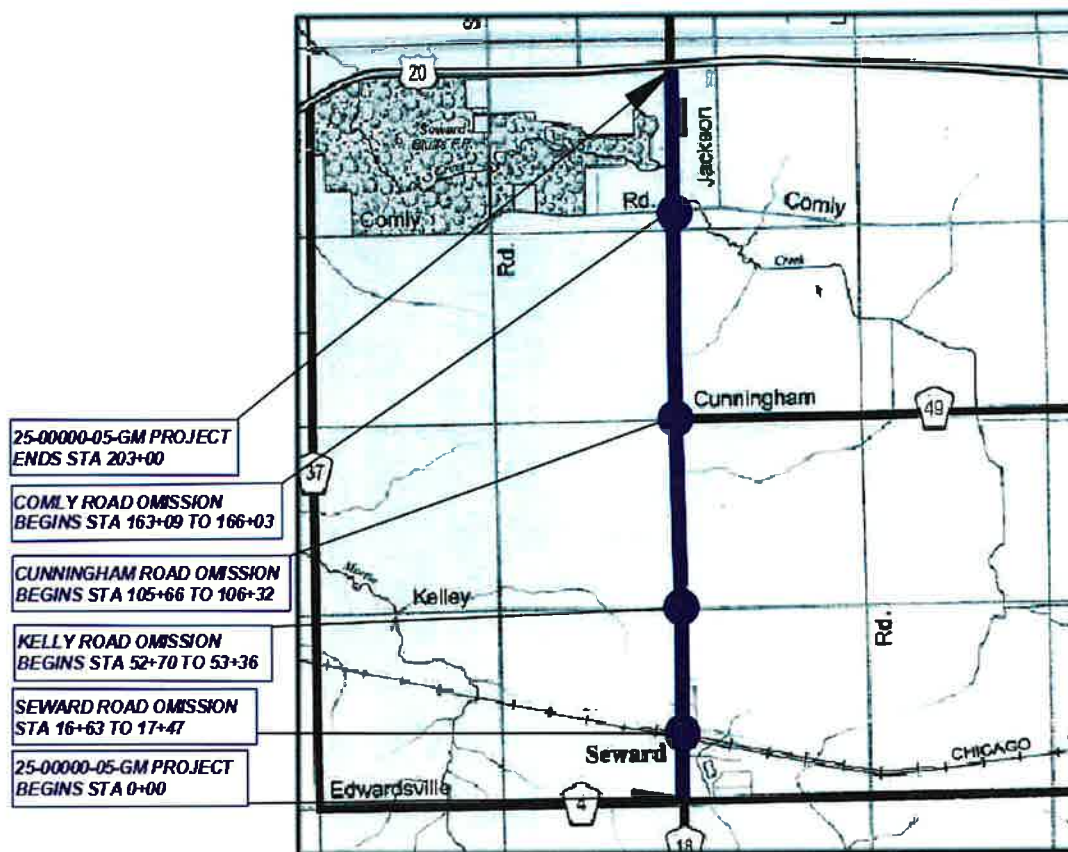
Date: 6/5/2025
Time: 10:30AM
Appropriation: MFT

Attended By: Sean Von Bergen, Bharath Mandula, Eric Paulsen,
Cales Krueger, Gene Johnson, John Massa, Greg Shelton

Name of Bidder: Address of Bidder:				Martin and Company 2456 E Pleasant Grove Road Oregon, IL 61061		Rock Road Companies, Inc. P.O. Box 1818 Janesville, WI 53547-1818		Helm Civil 2283 Route 20 East Freeport, IL 61032	
Proposal Guarantee: Terms:				Bid Bond		Bid Bond		Bid Bond	
Approved Engineer's Estimate									
Item No.	Item	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total
20200600	EXC & GR EX SHOULDER	UNIT	355	\$ -	\$ 33,725.00	\$ 215,330.00	\$ 76,442.15	\$ 345,000.00	\$ 122,475.00
35600700	HMA BC WID 6"	SY	16444	\$ -	\$ 431,655.00	\$ 25,710.00	\$ 422,775.24	\$ 27,000.00	\$ 443,988.00
48102100	AGG WEDGE SHLD TYPE B	TON	1427	\$ -	\$ 34,248.00	\$ 31,330.00	\$ 44,707.91	\$ 29,000.00	\$ 41,383.00
67100100	MOBILIZATION	LSUM	1	\$ -	\$ 28,000.00	\$ 16,387.8800	\$ 16,387.88	\$ 15,000.0000	\$ 15,000.00
70103700	TRAFF CONT COMPL	LSUM	1	\$ -	\$ 12,000.00	\$ 11,800.0000	\$ 11,800.00	\$ 11,750.0000	\$ 11,750.00
78001110	PAINT PVT MK LINE 4"	FT	40950	\$ -	\$ 7,780.50	\$ 0.1900	\$ 6,961.50	\$ 0.3500	\$ 14,332.50
Total Bid:				As Read:	547,408.50	As Calculated:	579,074.68		648,928.50
				As Calculated:	547,408.50		579,074.68		648,928.50

STATE OF ILLINOIS
WINNEBAGO COUNTY HIGHWAY DEPARTMENT
PLANS FOR PECATONICA ROAD SHOULDER PAVING
SECTION NO.: 25-00000-05-GM

PECATONICA ROAD SHOULDER PAVING



PECATONICA ROAD: 20300 FT (3.84 MILES)
PECATONICA ROAD OMISSION: 3086 FT (0.6 MILES)
NET PROJECT LENGTH: 17214 FT (3.6 MILES)

ADT: 1450 (2022)
FUNCTIONAL CLASSIFICATION: MINOR COLLECTOR
DESIGN SPEED: 55 MPH
DESIGN POLICY: GENERAL MAINTENANCE

County Board: District 1



Resolution Executive Summary

Prepared By: Winnebago County Highway Department

Committee: Public Works Committee

Committee Date: Tuesday, May 13, 2025

Resolution Title:

(25-034) Resolution Adopting the Winnebago County Traffic Safety Action Plan

Board Meeting Date: Thursday, May 22, 2025

Budget Information:

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

Background Information:

Region 1 Planning Council obtained a Safe Streets For All (SS4A) planning grant to prepare a Traffic Safety Action Plans for the region. The Highway Department in collaboration with R1 staff has been working on County's plan for the past year. Having this plan adopted by the County is needed to be able to apply for future implementation (engineering and construction) grants for safety related projects on County Highways.

Recommendation:

Staff recommends approval.

Contract/Agreement:

N/A

Legal Review:

By the State Attorney's office.

Follow-Up:

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

25-CR-XXX

**SUBMITTED BY: PUBLIC WORKS COMMITTEE
SPONSORED BY: DAVE TASSONI**

**RESOLUTION ADOPTING THE
WINNEBAGO COUNTY TRAFFIC SAFETY ACTION PLAN**

WHEREAS, Winnebago County in collaboration with Region 1 Planning Council has developed a Traffic Safety Action Plan to address identified transportation safety concerns in Winnebago County; and

WHEREAS, the plan's development was funded by a United States Department of Transportation (USDOT) Safe Streets for All (SS4A) planning grant; and

WHEREAS, the purpose of the SS4A program is to improve roadway safety by significantly reducing or eliminating roadway fatalities and serious injuries; and

WHEREAS, the draft plan highlights safety emphasis areas that can be targeted to reduce serious injuries and fatalities on roadways within Winnebago County; and

WHEREAS, a robust data analysis identifies the roadway segments and intersections that pose the greatest traffic safety concerns in the County, and informs of the strategies and action items included in the plan; and

WHEREAS, in order to apply for future SS4A implementation and safety grants, said Traffic Safety Action Plan must be adopted by the County Board; and

WHEREAS, it is in the public interest to adopt the Winnebago County Traffic Safety Action Plan.

NOW, THEREFORE BE IT RESOLVED by the County Board of the County of Winnebago, Illinois that the Winnebago County Traffic Safety Action Plan as attached is adopted by the County.

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

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 Winnebago County Auditor, Treasurer and Engineer.

Respectfully submitted
PUBLIC WORKS COMMITTEE

AGREE

DISAGREE

Dave Tassoni, Chairman

Dave Tassoni, Chairman

Kevin McCarthy

Kevin McCarthy

Chris Scrol

Chris Scrol

Ray Thompson

Ray Thompson

Jim Webster

Jim Webster

The County Board of the County of Winnebago, Illinois this ____ day of _____,
2025, adopted the above and foregoing Resolution.

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

ATTEST:

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

Winnebago County Traffic Safety Action Plan

Final Report
May 2025



Winnebago County Traffic Safety Action Plan

Final Report 5.15.2025

This document has been prepared by Region 1 Planning Council in collaboration with
and on behalf of Winnebago County.

This report was prepared in cooperation with the following:

U.S. Department of Transportation

Federal Highway Administration

Federal Transit Administration

Illinois Department of Transportation

The contents, views, policies, and conclusions expressed in this report are not
necessarily those of the above agencies.



AN ENGINE FOR COLLABORATION IN NORTHERN ILLINOIS



**WINNEBAGO
COUNTY**

— ILLINOIS —

Region 1 Planning Council
127 N. Wyman St., Ste. 100
Rockford, IL, 61101

(815) 319-4180 | info@r1planning.org | r1planning.org

Winnebago County Administration Building
404 Elm St. #533
Rockford, IL, 61101

(815) 319-4444 | wincoil.gov

For complaints, questions, or concerns about civil rights or nondiscrimination; or for special
requests under the Americans with Disabilities Act, please contact:
Internal Services Department at (815) 319-4180 or info@r1planning.org

Acknowledgments

Winnebago County Board

Chairman Joseph Chiarelli

County Chair, Winnebago County

Aaron Booker

District 1, Winnebago County

Jim Webster

District 2, Winnebago County

Ray Thompson

District 3, Winnebago County

Bard Lindmark

District 4, Winnebago County

Dave Tassoni

District 5, Winnebago County

Keith McDonald

District 6, Winnebago County

Paul Arena

District 7, Winnebago County

John Butitta

District 8, Winnebago County

John Penney

District 9, Winnebago County

Joe Hoffman

District 10, Winnebago County

Kevin McCarthy

District 11, Winnebago County

Angie Goral

District 13, Winnebago County

Tim Nabors

District 14, Winnebago County

Christopher Scrol

District 15, Winnebago County

Christina Valdez

District 16, Winnebago County

Michael Thompson

District 17, Winnebago County

Valerie Hanserd

District 18, Winnebago County

Angela Fellars

District 19, Winnebago County

John Sweeney

District 20, Winnebago County

Winnebago County Public Works Committee

Dave Tassoni, Chair

Kevin McCarthy

Christopher Scrol

Ray Thompson

Jim Webster

Table of Contents

Acknowledgments	iii
Table of Contents	iv
List of Exhibits	v
Part 1: Introduction	1
Study Area	1
Safe System Approach	2
Safe Streets for All	2
Planning Process	2
Safety Partners	3
Part 2: Vision, Missions & Objectives	5
Vision	5
Mission	5
Objectives	5
Part 3: State of Practice Review	6
Projects	6
Programs	7
Policies	9
Part 4: Data Analysis and Summary	10
Data Overview	10
Countywide Collection Data	12
Other Collision Factors	13
Spatial Analysis	17
Part 5: Emphasis Areas	27
Speeding & Aggressive Driving	28
Impaired Driving	29
Distracted & Drowsy Driving	30
Unrestrained Occupants	31
Pedestrians	33
Bicyclists	35
Younger & Older Drivers	37
Motorcycles	39
Heavy Vehicles	40
Intersections	42
Protection Zones	44
Lane/Roadway Departures	45
Part 6: Strategies & Recommendations	47
Objective #1. Safer Speeds	47
Objective #2. Safer People	49
Objective #3. Safer Vehicles	53
Objective #4. Safer Roads	57
Part 7: Implementation & Evaluation	64
Additional Planning Efforts	64
Planning Linkages	65
Collaboration and Coordination	66
Monitoring Progress	67
Amending the Plan	68
Appendices	69

Appendix A: Acronyms and Glossary	70
Appendix B: Public & Stakeholder Engagement	73
Appendix C: High Injury Network Methodology	77
Appendix D: Traffic Safety Action Plan Toolkit	79
Appendix E: SS4A Self-Certification	89
Appendix F: SS4A & Safe System Approach Overview	94

Endnotes	96
-----------------------	-----------

List of Exhibits

Figures

Figure 1-1: Map of Winnebago County	1
Figure 1-2: Safe System Approach	2
Figure 1-3: Planning Process	2
Figure 1-4: Engage R1 Traffic Safety Map Results	4
Figure 4-1: Fatal Crashes and Total Number of Fatalities	12
Figure 4-2: Serious Injury Crashes and Total Number of Serious Injuries	12
Figure 4-3: Percentage of Severe Outcome Crashes by Crash Type (2017-2022)	12
Figure 4-4: Severe Outcome Crashes by Day of the Week (2017-2022)	13
Figure 4-5: Severe Outcome Crashes by Time of Day (2017-2022)	14
Figure 4-6: Severe Outcome Crashes by Light Condition (2017-2022)	14
Figure 4-7: Fatal Crashes by Mode of Travel (2017-2022)	14
Figure 4-8: Serious Injury Crashes by Mode of Travel (2017-2022)	15
Figure 4-9: Fatal Crashes by Weather Condition (2017-2022)	15
Figure 4-10: Serious Injury Crashes by Weather Condition (2017-2022)	15
Figure 4-11: Fatal Crashes by Traffic Control Device Present (2017-2022)	15
Figure 4-12: Serious Injury Crashes by Traffic Control Device Present (2017-2022)	16
Figure 4-13: Fatal Crashes: Driver Condition (2017-2022)	16
Figure 4-14: Serious Injury Crashes: Driver Condition (2017-2022)	16
Figure 4-15: High Injury Network (Winnebago County)	17
Figure 4-16: Winnebago County High Non-Motorized Crash Network	19
Figure 4-17: Winnebago County Severe Outcome Intersection Crash Density	21
Figure 4-18: Engage R1 Submission Locations by Mode of Concern	22
Figure 4-19: Engage R1 Submission Categorized by Emphasis Area	23
Figure 4-20: Engage R1 Submissions & High Injury Network	24
Figure 4-21: Severe Outcome Crashes in Disadvantaged Areas (Winnebago County)	25
Figure 4-22: High Injury Network Segments in Disadvantaged Areas (Winnebago County)	26
Figure 5-1: Safety Emphasis Areas	27
Figure 5-2: Top Concern Identified in Survey	28
Figure 5-3: Severe Outcomes Impaired Driving Crashes by Day of the Week	29
Figure 5-4: Severe Outcome Impaired Driving Crash Location (2017-2022)	30
Figure 5-5: Severe Outcome Unrestrained Occupant Crash Locations (2017-2022)	32
Figure 5-6: Light Condition: Severe Outcome Pedestrian Crashes	34
Figure 5-7: Severe Outcome Pedestrian Crash Locations (2017-2022)	34
Figure 5-8: Severe Outcome Pedestrian Crashes: Presence of Pedestrian Facilities	35
Figure 5-9: Severe Outcome Bicyclist Crash Locations (2017-2022)	36
Figure 5-10: Severe Outcome Bicycle Crashes: Presence of Bicycle Facilities	37
Figure 5-11: Severe Outcome Younger & Older Drivers Crashes	38
Figure 5-12: Severe Outcome Motorcycle Crash Locations	40
Figure 5-13: Severe Outcome Heavy Vehicles Crashes (2017-2022)	41
Figure 5-14: Severe Outcome Intersection Crashes: Signalization	43
Figure 5-15: Urban vs. Rural: Severe Outcome Intersection Crashes	43
Figure 5-16: Severe Outcome Intersection Crash Locations (2017-2022)	43
Figure 5-17: Severe Outcome Crashes within 1,000 feet of a School	44
Figure 5-18: Urban vs. Rural: Severe Outcome Roadway Departures	46
Figure 5-19: Severe Outcomes Lane/Roadway Departure Crash Location (2017-2022)	46
Figure E-1: SS4A- USDOT Self Certification Checklist	89

Table

Table 1-1: Members of the Steering Committee	3
Table 4-1: KABCO Crash Outcomes	12
Table 4-2: Serious Outcome Crashes by Municipality	13
Table 4-3: Winnebago County High Injury Roadway Segments	18
Table 4-4: Winnebago County Owned High Injury Roadway Segments	18
Table 4-5: Winnebago County High Non-Motorized Crash Roadway Segments	20
Table 4-6: Winnebago County Severe Outcome Intersection Crash Occurrences	20
Table 4-7: Engage R1 Submissions Categorized by Emphasis Area	22
Table 5-1: Severe Outcome Speeding & Aggressive Driving Crashes (2017-2022)	28
Table 5-2: Severe Outcome Impaired Driving Crashes (2017-2022)	29
Table 5-3: Severe Outcome Distracted & Drowsy Driving Crashes (2017-2022)	31
Table 5-4: Severe Outcome Unrestrained Occupant Crashes (2017-2022)	32
Table 5-5: Severe Outcome Pedestrian Crashes (2017-2022)	33
Table 5-6: Severe Outcome Bicyclist Crashes (2017-2022)	36
Table 5-7: Severe Outcome Younger & Older Drivers Crashes	38
Table 5-8: Severe Outcome Motorcycle Crashes (2017-2022)	39
Table 5-9: Severe Outcome Heavy Vehicles Crashes (2017-2022)	41
Table 5-10: Severe Outcome Intersection Crashes (2017-2022)	42
Table 5-11: Severe Outcome Lane/Roadway Departure Crashes (2017-2022)	45
Table 6-1: Safer Speeds Action Items- Emphasis Area #1	49
Table 6-2: Safer People Action Items- Emphasis Area #2	50
Table 6-3: Safer People Action Items- Emphasis Area #3	51
Table 6-4: Safer People Action Items- Emphasis Area #4	52
Table 6-5: Safer People Action Items- Emphasis Area #5	53
Table 6-6: Safer Vehicles Action Items- Emphasis Area #6	55
Table 6-7: Safer Vehicles Action Items- Emphasis Area #7	56
Table 6-8: Safer Vehicles Action Items- Emphasis Area #8	57
Table 6-9: Safer Roads Actions Items- Emphasis Area #9	59
Table 6-10: Safer Roads Action Items- Emphasis Area #10	60
Table 6-11: Safe Roads Action Items- Emphasis Area #11	62
Table 6-12: Safer Roads Action Items- Emphasis Area #12	63
Table D-1: Intersection Lighting Countermeasure	80
Table D-2: Leading Pedestrian Interval Counter	80
Table D-3: Longitudinal Rumble Strips and Stripes	81
Table D-4: Roundabouts Countermeasures	81
Table D-5: Pedestrian and Refuge Island	81
Table D-6: Speed Safety Cameras Countermeasures	82
Table D-7: Bicycle Lane Countermeasure	82
Table D-8: School Zones Countermeasure	82
Table D-9: Systemic Application of Multiple Low-Cost Countermeasures	83
Table D-10: Roadway Reconfiguration Countermeasure	83
Table D-11: Rectangular Rapid Flashing Beacons (RRFB) Countermeasure	83
Table D-12: Wider Edge Lines Countermeasures	84
Table D-13: Enhanced Delineation for Horizontal Curves Countermeasure	84
Table D-14: Walkways Countermeasure	84
Table D-15: Median Barriers Countermeasure	85
Table D-16: Dedicated Turn Lanes at Intersections Countermeasure	85
Table D-17: Reduced Left-Turn Conflict Intersections Countermeasure	85
Table D-18: Crosswalk Visibility Countermeasure	86
Table D-19: Pavement Friction Countermeasure	86
Table D-20: Pedestrian Hybrid Beacon (PHB) Countermeasure	86
Table D-21: Roadside Design Improvements at Curves Countermeasures	87
Table D-22: SafetyEdge Countermeasure	87
Table D-23: Backplates with Retroreflective Borders Countermeasure	87
Table D-24: Yellow Change Intervals Countermeasure	88

Introduction

As a means of addressing this issue, many counties are taking proactive steps to address traffic safety within their jurisdictions, including developing safety action plans, such as this one. Safety action plans demonstrate a commitment to improving traffic safety and are proven to help reduce severe crashes on local road systems. Understanding the importance of addressing this issue, Winnebago County has adopted this document, the Winnebago County Traffic Safety Action Plan. Its purpose is to (1) develop a comprehensive understanding of the state of traffic safety on the County's

Study Area

As shown in Figure 1-1, Winnebago County borders Boone, Ogle, and Stephenson Counties of Illinois, as well as the State of Wisconsin. It covers approximately 519 square miles and contains several municipalities, including the Cities of Rockford and Loves Park. While large portions of the County are urbanized, much of the County's land can be characterized as rural.

Winnebago County Traffic Safety Action Plan

Winnebago County

Scale: 0 1 2 4 6 8 Miles

North Arrow

Winnebago County Traffic Safety Action Plan | 1

Safe System Approach

This action plan uses the Safe System Approach as the guiding paradigm to address roadway safety. The Safe System Approach addresses and mitigates risks in the transportation network by emphasizing multiple layers of protections to both prevent crashes from happening in the first place and minimize the harm caused to those involved when crashes do occur. It is a comprehensive approach that provides a guiding framework to make places safer for people^{viii}. The traditional road safety approach strived to modify human behavior and prevent all crashes. Comparatively, the Safe System Approach refocuses transportation system design and operation on anticipating human mistakes and lessening impact forces to reduce crash severity^{ix}.

As shown in Figure 1-2, the Safe System Approach incorporates six guiding principles and five complementary objectives. Elements of the Safe System Approach are incorporated throughout the document.

More information on this approach can be found in [Appendix F: SS4A & Safe System Approach Overview](#).

Figure 1-2: Safe System Approach



Source: Federal Highway Administration

Safe Streets and Roads for All

The Winnebago County Traffic Safety Action Plan has also been developed to align with the Safe Streets for All program's Action Plan Components. Safe Streets and Roads for All (SS4A) is a federal discretionary grant program designed to support the U.S. DOT's National Roadway Safety Strategy and

its goal of zero roadway deaths. Under SS4A, there are eight components that need to be included in the Action Plan for an applicant to be eligible for SS4A Implementation Grants and Supplemental Planning/Demonstration Activities. These components include:

- Leadership Commitment and Goal Setting
- Planning Structure
- Safety Analysis
- Engagement and Collaboration
- Fair Access Considerations
- Policy and Process Changes
- Strategy and Project Selections
- Progress and Transparency

Similar to the Safe System Approach, these eight components are incorporated throughout the document. The SS4A Self-Certification Eligibility Worksheet, included as [Appendix E](#), notes where each of the components has been incorporated.

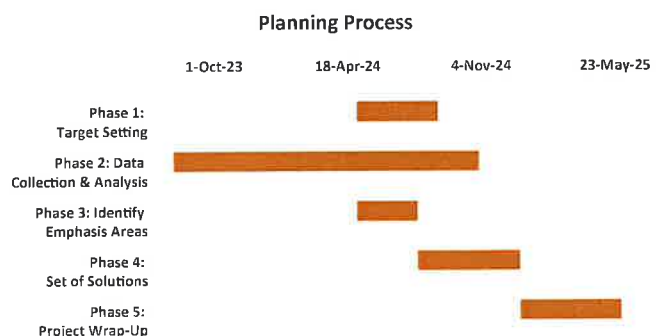
More information on the SS4A Grant Program can be found in [Appendix F](#).

Planning Process

The Winnebago County Traffic Safety Action Plan was developed over a 24-month period between 2023 and 2025 using an overlapping phased process, as shown in Figure 1-3. This means that several of the phases took place concurrently or were completed prior to the start of the previous one. This approach expedited the process flow, minimized lead times, and efficiently used resources. It also provided the opportunity for information uncovered in one phase to inform or influence others. For example, the data collection and analysis phase informed the identify emphasis area phase and vice versa.

Engagement with stakeholders and the public occurred throughout the planning process and informed the development of various aspects of the plan. More information on outreach efforts can be found under [Safety Partners](#).

Figure 1-3: Planning Process



A description of work activities completed in each phase is detailed below.

Phase 1 – Target Setting: The initial phase of this process was to find a consensus between traffic safety stakeholders in Winnebago County on a target goal that demonstrates the County’s commitment to significantly reduce the number of fatalities and serious injuries by a specific data. The Winnebago County Traffic Safety Action Plan Steering Committee provided a consensus for the County by agreeing on Vision Zero as the target for this Action Plan.

Phase 2 – Data Collection & Analysis: The second phase in the development of the Winnebago County Traffic Safety Action Plan was data collection and analysis. An ample amount of reliable and readily available data from national and state sources was utilized, as well as more granular data provided by Winnebago County’s technical staff. Some of these spatial analyses included numeric data trends in crashes by year, the spatial analysis of crash locations, the causes and contributing factors of crashes, a comparison of urban versus rural roadways, and impacts on areas of persistent poverty. More information on the data collected and analyzed in this phase can be found in [Part 5. Data Analysis & Summary](#).

Phase 3 – Identify Emphasis Areas: The third phase was the development of a common understanding of the traffic safety concerns and issues which exist in Winnebago County. Combined with results of the data analysis, these concerns and issues helped identify and prioritize a series of emphasis areas for the County. Emphasis areas highlight contributing factors or populations that are overrepresented in the data, such as pedestrians, roadway departures, impaired driving-related crashes, intersection related crashes, and others. Stakeholder and public input was used in the prioritization of emphasis areas. A description of the emphasis areas, along with associated data, can be found in [Part 6. Emphasis Areas](#).

Phase 4 – Set of Solutions: Following the identification of current conditions and trends, a set of solutions that can be accomplished at the county level were developed in order to achieve the vision of zero fatalities and serious injuries on the roadway network. The projects and strategies included in this set of solutions align with the five objectives of the Safe System Approach. The set of solutions include Proven Safety Countermeasures (PSC) and education and awareness campaigns, as well as enforcement strategies. Solutions are presented in a prioritized list and accompanied by associated timeframes in [Part 7. Strategies and Recommendations](#).

Phase 5 – Project Wrap-Up: The final phase in the planning process was the development of the Winnebago County Traffic Safety Action Plan. At the completion of the draft document, a 30-day public period was held to gather feedback from stakeholders and members of the public. Following the public comment period, the Plan was presented to the Steering Committee and Winnebago County Board for recommendation and adoption, respectively.

Vision Zero

The zero deaths vision acknowledges that even one death on the transportation system is unacceptable and focuses on safe mobility for all road users.

Source: Federal Highway Administration

Safety Partners

Addressing traffic safety concerns requires a collaborative and multi-disciplinary approach. This approach was used for this plan through input sought and received from partners, stakeholders, and members of the public throughout its development.

A steering committee, composed of various traffic stakeholders in Winnebago County, was first convened in Spring 2024 and met several times during the planning process. Members of the steering committee are shown in Table 1-1. Representatives were chosen due to their unique perspective on traffic safety in Winnebago County. The steering committee meetings allowed members the opportunity to share their expertise, as well as guide the development of various components of the plan including, but not limited to: vision, mission, and goals; emphasis areas; current efforts; and priority projects.

Table 1-1: Members of the Steering Committee

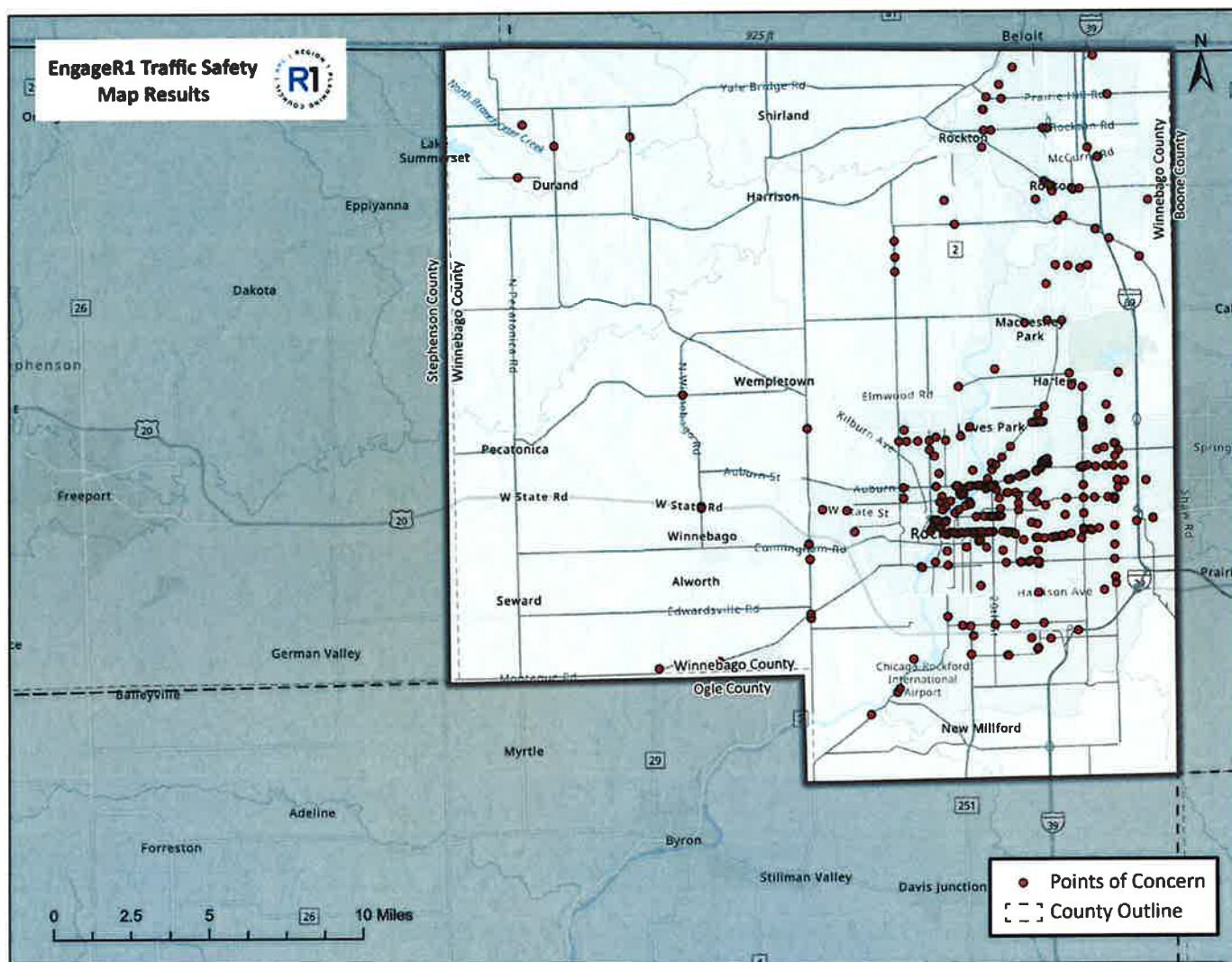
Agency	Representative	Contact
Winnebago County Highway Department	Engineering	Carlos Molina
Winnebago County Highway Department	Engineering	Matt Fox
Winnebago County Highway Department	Engineering	Prafull Soni
Winnebago County Emergency Management	Emergency Response	Trent Brass
Winnebago County Sheriff Department	Enforcement	Joseph Broullard
Winnebago County Sheriff Department	Enforcement	Sean Hughes
Winnebago County Communications	Community Outreach	Danielle Grindle
Winnebago County Health Department	Public Health	Rebecca Lyons
Regional Office of Education	Education	Will Hartje
Owen Township Highway Department	Engineering	Charles Barnes
Rockford Township Highway Department	Engineering	Barry Palm

Input was also sought and provided by members of the public and stakeholders. A project webpage was launched early in the planning process on [Engage R1](#), the online engagement platform of Region 1 Planning Council. The project page served as both an informational resource for the plan and a source of input, by featuring both a traffic safety survey and an interactive map that allowed for the identification of specific locations of concern. Through this webpage, members of the public were able to inform the plan's emphasis areas and priority projects. Since traffic safety plans for the broader Rockford Region and City of Rockford were being developed concurrently with this plan, input was received on three different interactive maps. Locations in Winnebago County submitted across the three maps are shown in Figure 1-4.

On April 13th, 2025, Winnebago County and Region 1 Planning Council staff presented the draft version of the plan to the Winnebago County Public Works Committee and the public. The committee meeting took place during the plan's 30-day public comment period, allowing direct public feedback on the draft plan to be incorporated. The plan was adopted by the Winnebago County Board on May 22, 2025.

More information on the stakeholder and public engagement undertaken for this plan can be found in [Appendix B](#).

Figure 1-4: Engage R1 Traffic Safety Map Results



Source: Region 1 Planning Council



PART 2:

Vision, Mission, & Objectives

Strategic direction plays a crucial role in how Winnebago County achieves a significant reduction of fatalities and serious injuries within the County's boundaries. The vision, mission, and objectives of the Winnebago County Traffic Safety Action Plan align stakeholders, create a unified purpose in developing county-wide efforts, and set measurable targets for performance management. The elements presented below provide a framework to focus funding and resources to implement safety policies, programs, and projects that will best achieve the identified vision, mission, and goals.

The long-term vision for the Winnebago County Traffic Safety Action Plan demonstrates Winnebago County's commitment to ensuring all users of its roadway network reach their destinations safely. The mission recognizes that a collaborative, multi-disciplinary approach, that is both proactive and data-driven, is needed to achieve Vision Zero. The objectives of the plan represent how the long-term vision will be achieved. Strategies and action items identified in later parts of this action plan reflect elements of the safe system approach and support the vision, mission, and objectives stated here.

Vision

Eliminate traffic-related serious injuries and fatalities in Winnebago County, while increasing safe and fair access to mobility for all.

Mission

Work collaboratively with stakeholders from multiple disciplines in Winnebago County to establish a positive traffic safety culture and use a data-driven, proactive approach to prioritize proven safety solutions in an fair manner.

Objectives

- Reduce crashes resulting in serious injury or fatality by 50 percent by 2050.
- Pursue funding opportunities for identified safety solutions.
- Prioritize and program necessary roadway safety improvements.
- Increase community understanding of road safety and risks through education and enforcement.
- Promote the use of proven safety countermeasures.
- Communicate traffic safety as a shared language.



PART 3:

State of Practice Review

Safety planning has been, and continues to be, central to the planning efforts of Winnebago County, its departments, and partners throughout the county. While this Action Plan provides a unified vision for addressing traffic safety concerns in Winnebago County going forward, many actions have already been taken to decrease severe outcome crashes in the county. The projects, programs, and policies described below illustrate the current state of the traffic safety practice in Winnebago County.

Project

A traffic safety project is a focused undertaking with a defined location of impact and time to completion with the primary purpose of improving traffic safety. Local traffic safety projects completed in recent years, or currently in the process of implementation, are described below.

Winnebago County Highway Department

Winnebago County Highway Department (WCHD) has completed more than 20 safety focused engineering projects in the last 15 years. To support active transportation modes, such as biking and walking, WCHD has made efforts to increase the mileage of shared use paths in the county. In 2009, WCHD converted an unused railway corridor stretching from Meridian Road to the county's western edge into the Pecatonica Prairie Path, a 29.5 mile long shared use trail. The Highway Department also been incrementally extending the Perryville Path since 2021. It reached Willow Brook Lane in 2024, and will be extended further north to Prairie Flower in 2025.

Many of the roadways under WCHDs jurisdiction are rural two-lane roadways; it is a priority for WCHD to prevent roadway departures, the most common crash type on this type of roadway. Beginning in 2021, WCHD has begun installing centerline and edge of pavement rumble strips on their roadways, as well as a four foot safety shoulder. Roadways receiving this treatment as of 2024 include Rockton Road, Belvidere Road, Latham Road, Best Road, and Elevator Road. The Highway Department plans to implement

these treatments on all of their rural roadways, with Roscoe Road, Owen Center Road, and Elmwood Road set to receive the treatment in 2025 and 2026.

Other safety projects completed by WCHD in recent years include the creation of left turn lanes in coordination with traffic signal upgrades at Forest Hills Road and Pepper Drive/River Lane in 2016 and the installation of traffic signals at Bauer Parkway and Victory Lane in 2017. Streetlights were up in 2023 at three intersections along Belvidere Road. In 2025, WCHD will construct a roundabout at Owen Center Road and Elmwood Road.

Illinois Tollway

In 2024, the Illinois Tollway underwent a reconfiguration project of the Riverside Drive ramp and Toll Plaza. This was part of a system-wide initiative that is reconfiguring all toll plazas across the system to install electronic tolling and remove obsolete roadway barriers.

Village of Winnebago

As part of a multi-year reconstruction effort on Elida Street from IL-20 to Cunningham Road, a variety of road surfacing projects are underway. The surfacing projects include; striping for pedestrian and bicycle safety, and updated intersections with Americans with Disabilities Act (ADA) improvements. The Village is planning to continue upgrading the bicycle path and has an application in to Safe Routes to School to assist with the upgrades.

Rockford Park District

Rockford Park District (RPD) has commenced with a strategic gate installation project in multiple locations. The Park District has also undertaken various security improvements including the installation of additional cameras, increased RPD Police activity, and the clearing of vehicular congregations during park closure hours.

City of Rockford

The City of Rockford completed a number of projects in recent years to address traffic safety issues within their

jurisdiction. Four roadway rightsizing projects took place in the City between 2010 and 2023. These projects took place at:

- Sandy Hollow Road (From Kishwaukee Street to 9th Street)
- Sandy Hollow Rd (From 20th Street to Merchandise Drive)
- N Rockton Ave (From Auburn Street to Van Wie Avenue)
- Broadway (From 20th Street to E Gate Parkway)

Four roundabouts were also installed at intersections in the City to reduce speeds and conflict points at dangerous intersections. The following intersections were treated with a roundabout:

- N Main Street at Auburn Street
- College Avenue at Seminary Street
- Kishwaukee Street at Airport Drive
- Lyford Road at Mercy Way

The City also installed medians on Chelsea Avenue at Brendenwood Road to reduce conflict points. Right-in/right-out islands were installed on Palm Avenue at E State Street in 2022.

Rockford Public Schools

Rockford Public Schools recently completed projects at two of their middle schools aimed at improving the safety entering and exiting the school on foot. Lincoln and West Middle School's student drop off areas were redesigned to improve traffic flow and better protect students. Two left turn lanes are also planned to be installed at Spring Creek Elementary School to improve safety while accessing the school from Spring Creek Road.

Village of Durand

The Village of Durand completed a safety focused reconstruction of its downtown square in May of 2023. The project was funded by an Illinois Transportation Enhancement Program (ITEP) grant and included multiple safety countermeasures, such as ADA ramps, railings, curb bump-outs, and crosswalks. The Durand Police Department and Durand Community School District have also entered into an agreement to provide a school resource officer at the school's campus beginning in 2025.

City of South Beloit

Several projects with the primary focus of improving traffic safety have been undertaken and completed by the City of South Beloit in recent years. In 2021, City of South Beloit completed a roadway reconstruction along Oak Grove

Avenue which included the installation of new traffic signals and curb ramp and crosswalk upgrades at Oak Grove Avenue and IL 2. Projects completed in 2022 addressed bicycle and pedestrian safety concerns. First, a shared-use path off of Dorr Road was connected to an on-street path on S Park Avenue. To create this path, S Park Avenue was reduced from four lanes to two lanes, allowing for bicycle lanes to be delineated by pavement markings. Traffic control devices, including flashing beacons, were added at the intersection of Willowbrook Road and Prairie Hill Road and the intersection of Dearborn Avenue and IL 251.

The City has also submitted an ITEP application to fund the implementation of a shared-use path running along portions of S Bluff Street, Shirland Avenue, Prairie Hill Road, and IL 2. The path would provide connections to Prairie Hill High School and Village of Rockton.

Stateline Area Transportation Study

Stateline Area Transportation Study (SLATS) is the Metropolitan Planning Organization (MPO) serving the Beloit Metropolitan Planning Area (MPA). The Beloit MPA includes portions of northern Winnebago County, such as the City of South Beloit and Village of Rockton.

In 2019 SLATS completed the development of a corridor study for Blackhawk Boulevard from Prairie Hill Road to Shirland Avenue. Another corridor study was completed by SLATS in 2023, covering IL 75 from WIS 67 to IL 2. The City of South Beloit was supplied with recommendations for improving traffic operations and safety along both of these corridors by SLATS at each study's respective conclusion.

Program

Traffic safety programs differ from projects in their scale; programs are collection of related projects that occur across multiple locations over a longer period of time. Many local entities have instituted traffic safety programs in recent years to address threats to the public imposed by traffic concerns. These programs are detailed below.

Winnebago County Highway Department

The Highway Department has successfully employed a program to ensure retroreflective compliance for all of its signage. In 2011 and 2013 WCHD removed and replaced existing warning and regulatory signage across the county to achieve compliance with standards. The WCHD has also employed a program over the last 15 years focused on improving safety at horizontal curves. Winnebago County Highway Department installed signage at horizontal curves

throughout the county in 2017, including chevrons, curve ahead, and advisory speed signs. Between 2009 and 2019 WCHD removed and replaced non-compliant guardrails at 35 different locations in Winnebago County.

Winnebago County Sheriff's Office

The Winnebago County Sheriff's Office (WCSO) maintains a number of programs that address traffic safety concerns in the county. The WCSO participates in the Sustained Traffic Enforcement Program (STEP), funded by the state of Illinois. The STEP program is a campaign centered around major holidays, such as the fourth of July and Christmas, where deputies participate in traffic enforcement on violations including restraint use, distracted driving, speeding, and Driving Under the Influence (DUI). The WCSO also operates ride home programs on Thanksgiving Eve and New Year's Eve. The ride home program helps keep impaired drivers off the road on nights where many individuals are consuming alcohol.

Winnebago County Sheriff's Office also participates in the nationwide "Click It or Ticket" campaign. Each May the WCSO employs high-visibility enforcement techniques to enforce seat belt use laws. Deputies are deployed to enforce the law on Winnebago County roadways while a nationwide media campaign spreads awareness of increased enforcement efforts.

The WCSO also regularly uses high visibility and saturation patrols to enforce traffic laws, including speeding and DUI's. Saturation patrols see a large number of deputies deployed to a specific area to look for impaired driving behavior and can be a very effective enforcement technique. To further support impaired driving enforcement efforts the WCSO recently purchased new blood alcohol concentration (BAC) detectors.

A school enforcement zone is also in place at various Machesney Park elementary schools, as well as at Harlem High School. Deputies are stationed at ingress and egress points near the schools and monitor traffic during pick-up and drop-off times.

Rockford Township Highway

Similar to WCHD, Rockford Township Highway (RTH) has a program dedicated to maintaining all signage in accordance with retroreflective standards. Rockford Township Highway also maintains all roadways right-of-way to ensure that safe sight distance to intersections and signage is provided. A final RTH program sees roadways and bridges sprayed with a pretreatment for ice and snow. This helps vehicles retain traction during winter conditions.

Illinois Tollway

As part of an ongoing project, the Illinois Department of Transportation, Illinois Tollway, Illinois State Police, industry partners and frontline construction workers are joining forces for National Work Zone Awareness Week to ensure "Safe Work Zones for All." Each year, the Illinois Tollway with the Illinois Department of Transportation (IDOT) and the Illinois State Police (ISP) to communicate that work zone safety affects drivers as well as construction workers. The Tollway's participation in this project includes public outreach, data collection, and traffic safety engineering.

The Illinois Tollway's engineering department has implemented crash monitoring program throughout the tollway system. This program monitors crash severity, crash frequency, location of the crash, and relevant independent variables on an outgoing basis.

Rockford Park District

The Park District is undertaking a Master Plan for Levings Park which includes evaluating best practices to meet the needs for optimal traffic circulation, reducing vehicular speeds, and improving the availability of parking. Traffic related items in Levings Park are also being evaluated in order to provide adequate EMS/Police response.

City of Rockford

The City of Rockford employed a number of different safety programs in recent years to improve traffic safety on their roads. Between 2006 and 2023 the City has removed 31 traffic signals from intersections where a traffic signal was not an appropriate treatment. The City also conducted a lane narrowing program using striping. In 2021 and 2022 26 different sections of roadway received striping treatments intended to reduce speeds. Speed feedback signs that alert drivers if they are traveling in excess of the posted speed limit were placed on seven different roadways between 2013 and 2023.

Rockford Mass Transit District

Rockford Mass Transit District (RMTD) has conducted multiple programs aimed at reducing traffic safety risks. All RMTD hybrid and battery electric buses are equipped with an external speaker that alerts nearby roadway users that the bus is about to turn in a specific direction. Rockford Mass Transit District also performs ongoing reviews of stops and routes to make it safer for pedestrians to access stops.

In March of 2024, RMTD installed a software system that detects vulnerable roadway users through the use of intelligent vision sensors. The software then produces a flashing light to alert the driver of the presence of the

vulnerable roadway user. The software tracks the locations of where the warnings are triggered; areas where warnings are frequently triggered can then be further evaluated for safety enhancements. The software also provides drivers with a passive alert if they are not observing a safe following distance.

City of South Beloit

The City of South Beloit Police Department has participated in or enacted various programs in recent years that address traffic safety. To protect vulnerable roadway users in school zones, the police department sends patrol officers to schools to monitor traffic during pick-up and drop-off times. Officers rotate through different schools within the city limits to ensure consistent enforcement. The department also participated in the STEP program from 2019 to 2024 to help raise awareness on traffic safety through enforcement and education.

Policy

A policy is a set of guidelines or rules that states how an entity operates and make decisions. In Winnebago County, policies have been implemented to provide local decision makers with a framework for address traffic safety issues. These policies are described below.

Winnebago County Sheriff's Office

It is the policy of the WCSO to perform a crash reconstruction on any major crash involving two or more vehicles. Major crashes involve fatal crashes, DUI crashes, and reckless driving crashes. The task force, known as the Major Crash Assistance Team (MCAT), reconstructs the events in the lead up to a crash. These reconstructions help settle legal issues related to major crashes, but can also reveal contributing factors to the crash. With this information, decisions can be made to help mitigate a reoccurrence of this crash type.

Illinois Tollway

In conjunction with the traffic safety partnership, the Illinois Tollway has formed a Traffic Safety Committee. This cross-discipline committee has recurring meetings to review each serious accident and other related concerns. It is the goal of the committee to suggest and implement urgent roadway correction, on an as needed basis.

Along with the traffic safety public engagement, the Illinois Tollway is conducting their own agency stakeholder engagement with the public on traffic safety. This is accomplished through public outreach events, social media postings, and in-person child car seat safety inspections. The Tollway has created three programs to improve traffic safety.

- **Work Zone Safety** – The tollway makes a concerted effort to remind motorists that all users must do their part to improve work zone safety, including awareness events like 2024 National Work Zone Awareness Week.
- **Drop It and Drive** – The Tollway works to spread the word about the hand-held cellphone ban in Illinois. It's considered a moving violation even if the vehicle is stopped at a traffic signal.
- **Give Them Distance** – Is a collaborative campaign in Illinois intended to expand awareness of the importance of the Illinois' Move Over Law which requires drivers to slow down, move over and change lanes, if possible, to make extra room when approaching any vehicle with lights flashing, stopped on a roadway.

Region 1 Planning Council

In January of 2024, Region 1 Planning Council adopted a Complete Streets Policy for the Rockford Region. Complete Streets policies are a nationwide best practice as they seek to ensure the planning, design, building, operation, and maintenance of streets enable safe access for all roadway users. Region 1 Planning Council's 2024 Complete Street policy seeks to accomplish this goal by integrating safe access principles into its project prioritization process.

The MPOs scoring criteria for the Transportation Alternative Program, Surface Transportation Block Grant, and Carbon Reduction Program now incorporates Complete Streets elements. Projects that alleviate disparities in safety and improve safety while increasing multimodal level of service will be scored more favorably. Region 1 Planning Council also adopted [Complete Street Design Guidelines](#) in May of 2024; the guidelines provide local partners with clear templates for designing Complete Streets.



PART 4:

Data Analysis & Summary

To develop recommendations and action items aimed at eliminating all vehicle related crashes resulting in serious injuries and fatalities within Winnebago County, a comprehensive review of the County's current traffic safety conditions was undertaken. The results of the comprehensive review reveal the most significant factors contributing to severe outcome crashes in the county, and the locations where roadway users are at the highest risk of suffering a severe outcome. This chapter provides traffic safety practitioners in Winnebago County with the information needed to take the necessary steps towards achieving Vision Zero. The following sections detail the data analysis process undertaken during this plan's development, highlight key statistical and spatial crash data outcomes, align public input with the results of the analysis, and consider impacts imposed on the county's disadvantaged communities by traffic safety concerns.

Data Overview

Crash data offers the critical information needed to identify both system-wide trends and site-specific crash details. Analysis of crash data identifies contributing factors and trends to which proven safety solutions and countermeasures are determined, recommended, and implemented. The data analysis conducted in this plan is based on crash tables and trees, as well as an analysis of the high-injury transportation corridors.

The data tables have been derived from the annual reported crash statistics, providing an overview of the total number, severity, and additional factors of all crashes. The data tables detail yearly totals, five-year totals, and overall totals for the analysis period. Factors such as weather condition, collision type, road surface conditions, class of city, class of trafficway, day of week, time of day, lighting conditions, road defects, traffic control, roadway features, and driver conditions were incorporated as separate datasets with individual tables.

Data trees also provide a high-level overview of all crashes that occurred in Winnebago County during the study period. The data trees include information on rural vs. urban crashes, intersection vs. non-intersection, signalized vs. non-signalized, and collision type. Additionally, crashes with signs

(serious injuries and fatalities) are highlighted to provide additional context to the type and general location of the crashes.

The primary dataset used for the analyses in this Action Plan was crash data for Winnebago County from 2017 to 2022, sourced from the Illinois Department of Transportation (IDOT). This crash data originates from law enforcement reports specific to each crash site. IDOT crash extract files include information such as a unique crash identifier (crash ID), crash severity, and causes. The person extract files correspond with each unique crash ID and include additional details such as driver condition, seat belt use, and pedestrian prior action, among others. Vehicle extract files provide information on vehicle type, condition of the vehicle, vehicle make and model, and more. Crash extracts were used to determine contributing factors leading to crashes resulting in serious injuries (A) and fatalities (K). Additionally, spatial data files containing the locations of each crash during the analysis period were obtained from IDOT and utilized to perform the various analyses presented in this section of the plan.

The Model Minimum Uniform Crash Criteria (MMUCC) provides updated scales for the severity of a crash through a "KABCO scale." The scale title is related to the individual codes associated with each outcome. Fatal crashes, otherwise known as 'K' crashes, are any crashes that involve a fatal injury or any injury that results in a death within 30 days after the motor vehicle crash in which the injury occurred. Serious injuries, otherwise known as 'A' crashes, are any crashes that involve a suspected serious injury.

Minor injuries, otherwise known as 'B' crashes, are any crashes that involve a suspected minor injury or any injury that is evident at the scene of the crash, other than fatal or serious injuries. Possible injuries, otherwise known as 'C' crashes, are any crashes that involve a possible injury. Simply, any injury reported or claimed that is not a fatal or serious would fall under 'C' crashes. Lastly, no apparent injuries, otherwise known as 'O' crashes, are any crashes where there is no reason to believe that any person received any bodily harm from the motor vehicle crash.*

Serious Injuries (A):

Any injury other than fatal which results in one of more of the following:

- Severe laceration resulting in exposure of underlying tissues/muscle/organs or resulting in significant loss of blood
- Broken or distorted extremity (arm or leg)
- Crush injuries
- Suspected skull, chest or abdominal injury other than bruises or minor locations
- Significant burns (second and third degree burns over 10 percent or more of the body)
- Unconsciousness when taken from the crash scene
- Paralysis

Crashes resulting in severe outcomes are denoted by the crashes that include a serious injury (A-Injury on KABCO scale) or fatal injury (K on KABCO scale). All of the remaining data analysis completed for this study focuses specifically on the crashes within the region resulting in severe outcomes from 2017 to 2022.

Geographic Information System (GIS) was utilized by R1 staff to develop a High-Injury Network (HIN). The HIN for Winnebago County is a set of roadway corridors where severe outcome crashes occurred at the highest rates. The HIN allows the safety of the entire system to be analyzed by expanding upon the crash-specific data provided by the data tables and trees, allowing the unique context of each crash to be noted. Analyzing each crash in the context of the entire system reveals roadway corridors where crashes occur at a higher rate than the majority of the system. The HIN reveals where crashes are likely to continue occurring in the future due to specific roadway characteristics.

The spatial analysis provided by the HIN identifies locations on Winnebago County's arterial, collector, and local roads that have a high potential for future crashes. This potential is illuminated by historic crash rates and patterns, as well as the presence of characteristics of the roadway that contribute to the occurrence of crashes. Identifying these roadways allows them to be prioritized as decision-makers implement the strategies included in this plan for addressing traffic safety concerns.

IDOT Crash Trends

The Illinois Department of Transportation (IDOT) supplies crash data to counties across the state, complementing local data collection efforts. This statewide data enables each county to contextualize its own statistics and compare them with other counties throughout Illinois.

Each year IDOT releases a document containing crash data trends from the previous five years. The most recently released report, titled 2018-2022 Illinois Crash Data Trends, contains statewide data showing the crash totals and outcomes for several of the state's top traffic concerns,

including speed- and alcohol-related crashes. Data for all 102 counties in Illinois is also available as a point of comparison. Illinois Crash Data Trends from 2022, the most recent year available, indicate that Winnebago County ranks near the top in several crash types when compared to Illinois' other 101 counties, including the following:

- Total Speed Related Crashes: 6th
- Speed related crashes resulting in fatality: 8th
- Alcohol related crashes resulting in fatality: 10th
- Motorcycle driver or occupant fatalities: Tie 17th
- Total fatal crashes involving drivers age 15-20: Tie 11th
- Pedestrian fatal crashes: 6th

In 2021, the second-to-last year for which statewide data is available, Winnebago County ranked even higher in many of the above categories. In that year, Winnebago County was second among all counties in non-vehicle occupant fatalities and fourth for fatal alcohol-related crashes. The County was also tied for third with several other counties for motorcycle driver and occupant fatalities in 2021. While it is encouraging to see the County fare better in 2022's rankings, the County must continue to work to improve its position in these rankings and achieve Vision Zero.

To achieve this vision the Plan also attempts to align with IDOT's 2022-2026 Strategic Highway Safety Plan (SHSP). This statewide safety action plan contains many of the safety emphasis areas present in this Plan, including speeding and aggressive driving, pedestrians, and roadway departures.

As identified in IDOT's SHSP, 14.9 percent of all fatal crashes in Illinois between 2016 and 2020 were pedestrian-type crashes. Winnebago County's pedestrian-type crashes between 2017 and 2022 accounted for 24 percent of all fatal crashes, far exceeding the statewide rate.

Countywide Findings

The following is a summary of the key findings of the analysis of all crash data for Winnebago County:

- There were 36,299 total crashes in Winnebago County between 2017 and 2022. Of these, 1,086 resulted in a serious injury or fatality, or 3 percent of all crashes.
- Crashes involving pedestrians, pedalcyclists, and motorcyclists, also known as vulnerable roadway users, are disproportionately likely to result in a serious outcome. For example, pedestrian crashes accounted for just 0.92 percent of all crashes during the analysis period but made up 24 percent of all fatal outcome crashes. This disparity emphasizes the importance of implementing countermeasures that apply to vulnerable roadway users.

- Crashes occurring on rural roadways between 2017 and 2022 were more likely to result in a severe outcome than crashes on urban roadways. Rural crashes accounted for just 15.6 percent of all crashes in Winnebago County during the study period, but 27.8 percent of crashes resulting in a severe outcome took place on rural roadways.
- Of the 36,299 crashes that took place in Winnebago County between 2017 and 2022, 84.4 percent took place in urban areas. 784 urban crashes resulted in serious outcomes occurring in urban areas, representing 72.2 percent of all crashes with severe outcomes.
- Serious outcome crashes involving an impaired driver were more likely to have resulted in a fatality than a serious injury. Thirty-three percent of fatal crashes involved an impaired driver, while just 14 percent of all serious injury crashes involved one.

Countywide Collection Data

Table 4-1: KABCO Crash Outcomes

KABCO Crash	Outcomes (2017-2022)	KABCO Crash	Outcomes (2017-2022)
K	172	B & C	7,580
A	914	O	27,624

Figure 4-1: Fatal Crashes and Total Number of Fatalities

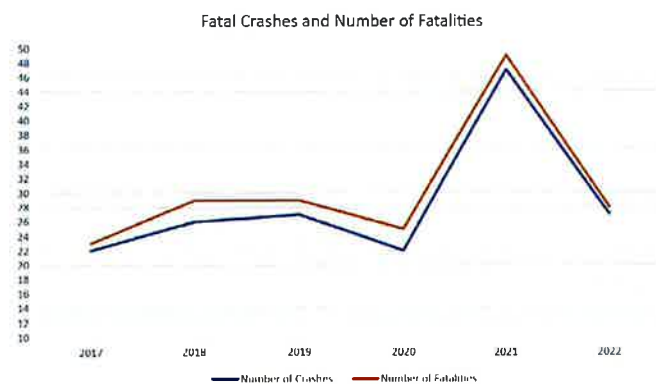


Figure 4-2: Serious Injury Crashes and Total Number of Serious Injuries

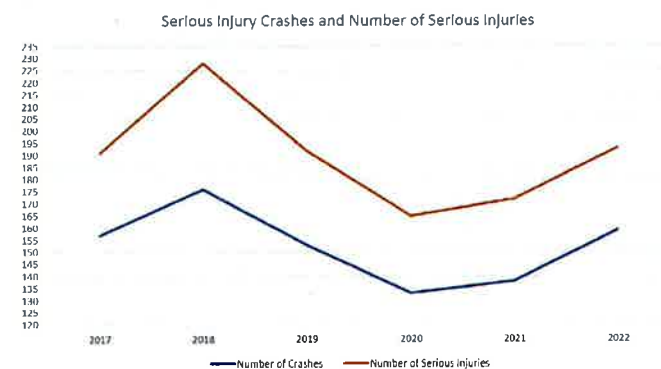
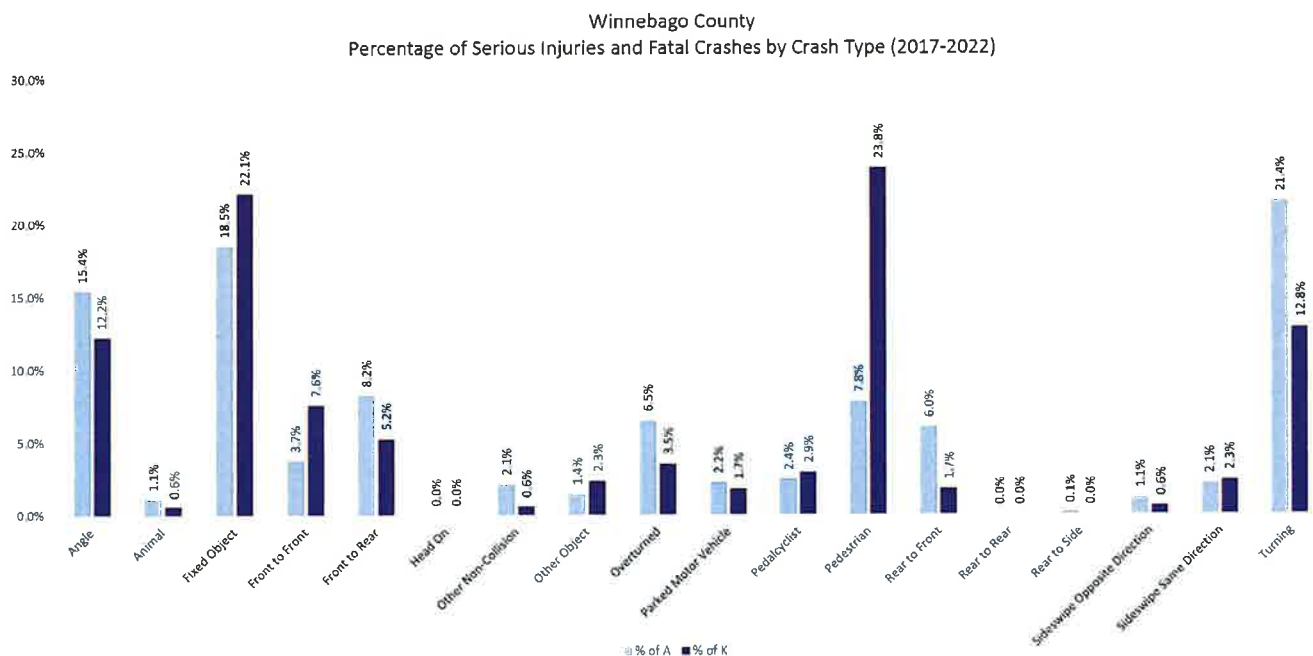


Figure 4-3: Percentage of Severe Outcome Crashes by Crash Type (2017-2022)



Findings by Jurisdiction

Table 4-2 illustrates the municipalities in Winnebago County where serious outcome crashes occurred. The distribution of crashes shows that a joint effort between the State of Illinois, Winnebago County, and the cities, villages, and townships within the county's boundaries is necessary to successfully address traffic safety concerns.

Table 4-2: Serious Outcome Crashes by Municipality

Municipality	Total	Fatal	A-Injury
Unincorporated Winnebago County	240	44	196
Village of Cherry Valley	44	3	41
Village of Durand	1	0	1
City of Loves Park	159	13	146
Village of Machesney Park	63	8	55
Village of New Milford	3	1	2
City of Rockford	464	89	375
Village of Rockton	11	0	11
Village of Roscoe	47	6	41
City of South Beloit	28	3	25
Village of Winnebago	2	0	2
All Municipalities	1062	167	895

Other Collision Factors

When a traffic crash occurs, it is often the result of the culmination of several contributing factors. Temporal factors such as the time of day, and environmental factors, such as weather conditions, can be associated with high and lower rates of severe outcome crashes. Correlations between vehicle mode or driver condition and a severe outcome can also be drawn. Data is presented below to illustrate correlations between several suspected contributing factors to severe outcome crashes in Winnebago County.

Time of Day & Week

The factors contributing to crashes fluctuate based on the time of day and day of the week, reflecting variations in traffic volume and driver behavior. For instance, roadway traffic peaks during weekday mornings and early evenings, as these are the primary hours for commuting to and from work and school.

Crashes resulting in serious injury or a fatality take place at higher frequencies on specific days of the week. During the study period, Saturday saw the highest rate of fatal crashes (18 percent), followed by Monday (17 percent). Friday and Saturday also had the highest rates of serious injury crashes at 16 percent. A disproportionately high amount of serious outcome crashes took place on the weekend, with approximately 32 percent of both fatal and serious injury crashes occurring. The data suggests that the increased frequency of serious outcome crashes could be related to

the presence of impaired drivers on the roadways in the early morning hours of Saturday and Sunday.

Occurrences of serious outcome crashes also peak at specific times of the day. The period between 4:00 and 5:00 p.m. has the highest rates of serious injury crashes in addition to high rates of fatal crashes. The number of vehicles on roadways in the county is highest during this time period. Fatal crashes also spike between 8:00 and 9:00 p.m., potentially due to changes in visibility. As mentioned previously, many fatal crashes occur in the early morning hours despite there being relatively few vehicles on the roadway during this time frame.

Figure 4-4: Severe Outcome Crashes by Day of the Week (2017-2022)

Winnebago County Severe Crashes by Day (2017-2022)

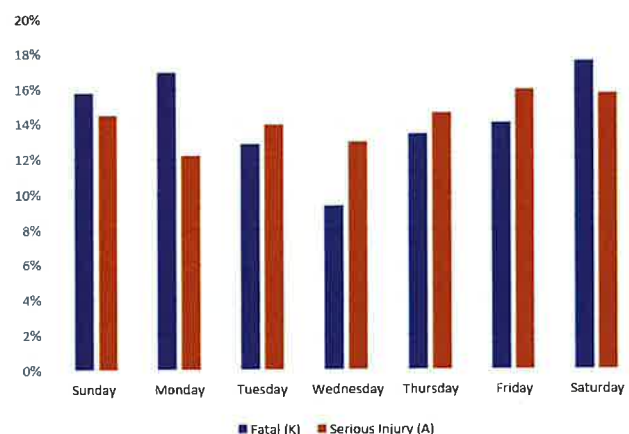
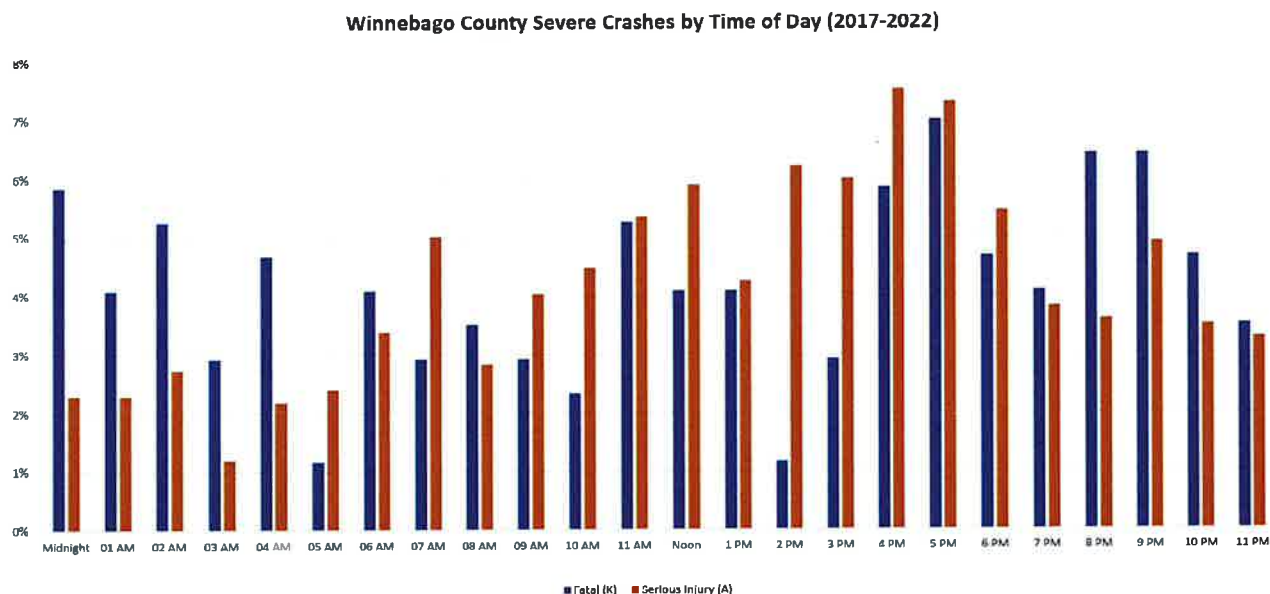


Figure 4-5: Severe Outcome Crashes by Time of Day (2017-2022)

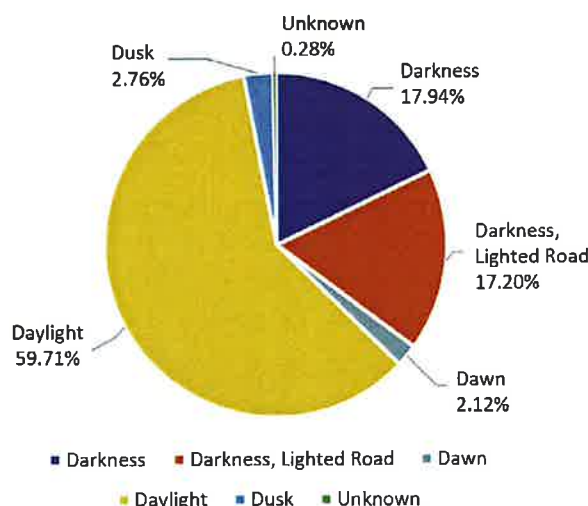


Lighting and Visibility

The presence or lack of lighting on a roadway can impact a roadway user's ability to avoid crashes. Good visibility, typically present during daylight hours or on well-lit roadways, enables users to detect vehicles, vulnerable road users, fixed objects, and the roadway's edge. When visibility is limited, individuals may struggle to fully assess their surroundings, increasing the risk of collisions. Visibility can be compromised on unlit roads and during transitional periods such as dawn and dusk. Figure 4-6 shows the light condition at all fatal and serious injury crashes during the six-year study period.

Figure 4-6: Severe Outcome Crashes by Light Condition (2017-2022)

Severe Outcome Crashes by Light Condition (2017-2022)



Vehicle Type

An assessment was conducted on the vehicle types involved in crashes resulting in serious injury or fatality in Winnebago County. Different types of vehicles present varying levels of risk when involved in crashes. Vehicle types such as motorcycles or bicycles lack the structural protections of a car, while larger and heavier vehicles can inflict serious damage on smaller and lighter vehicle types. When combined, pedestrians and bicyclists accounted for more than one-quarter of all fatal crashes in the county. Vehicles, including cars and trucks, were involved in the majority of crashes resulting in serious outcomes. More information on pedestrians, bicycles, motorcyclists, and heavy vehicles can be found in [Part 5: Emphasis Areas](#).

Figure 4-7: Fatal Crashes by Mode of Travel (2017-2022)

Fatal Crashes by Vehicle Type (2017-2022)

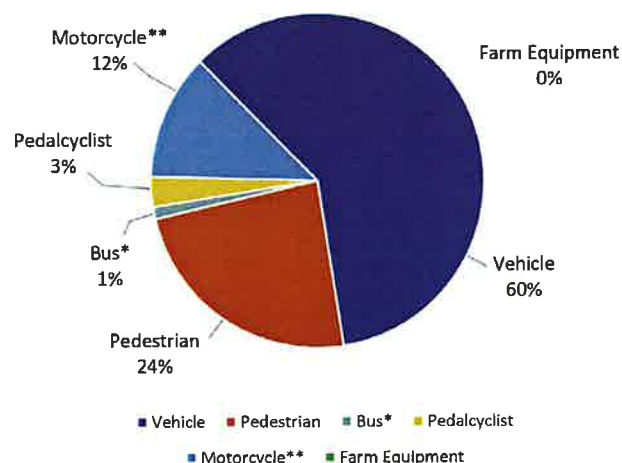


Figure 4-8: Serious Injury Crashes by Mode of Travel (2017-2022)

A-Injury Crashes by Vehicle Type (2017-2022)

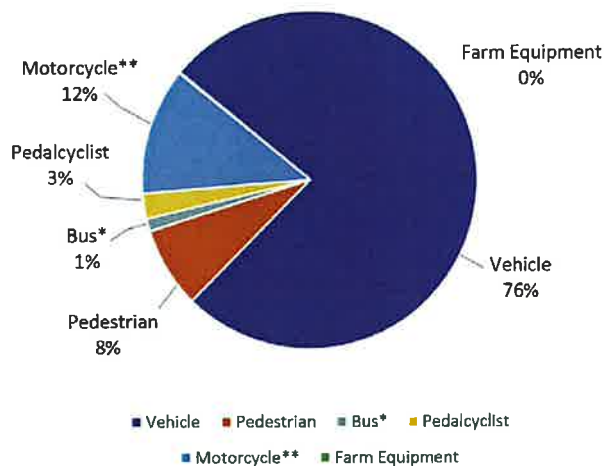
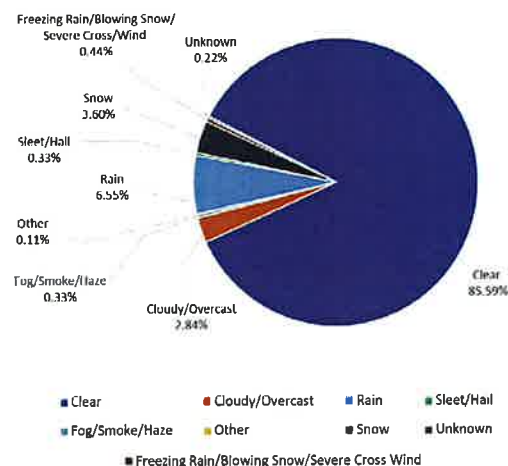


Figure 4-10: Serious Injury Crashes by Weather Condition (2017-2022)

Serious Injury Crashes by Weather Condition (2017-2022)

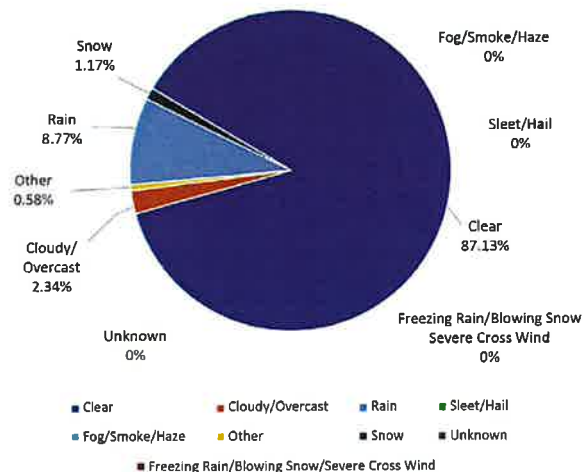


Weather Conditions

Weather conditions can have a significant impact on a person's ability to safely travel to a destination, and are contributing factors for many of the serious outcome crashes that took place in the county between 2017 and 2022. Inclement weather conditions, such as rain or snow, can reduce traction and impair visibility, thereby increasing the risk of a collision. Due to its geographic location in the Upper Midwest, Winnebago County experiences several types of extreme and inclement weather. Figures 4-9 and 4-10 show the weather conditions at the time of fatal and serious injury crashes in Winnebago County, respectively.

Figure 4-9: Fatal Crashes by Weather Condition (2017-2022)

Fatal Crashes by Weather Condition (2017-2022)



Traffic Control Devices

Traffic control devices, such as traffic signals and stop signs, inform road users of the required actions to be taken on the roadway. Traffic control devices also provide warning and guidance of potential risks on the roadway; a sign can alert motorists of an upcoming horizontal curve or pedestrian crossing. These devices facilitate traffic control at intersections and contribute to the reduction of serious outcome crashes; their absence, however, can elevate the risk of collision. Figure 4-11 and Figure 4-12 show the presence of traffic control devices at locations where fatal and serious injury outcome crashes occurred in Winnebago County between 2017 and 2022.

Figure 4-11: Fatal Crashes by Traffic Control Device Present (2017-2022)

Fatal Crashes by Traffic Control Device Presence (2017-2022)

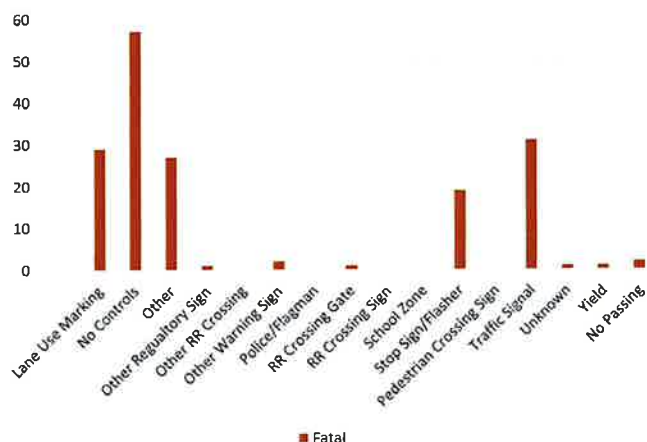
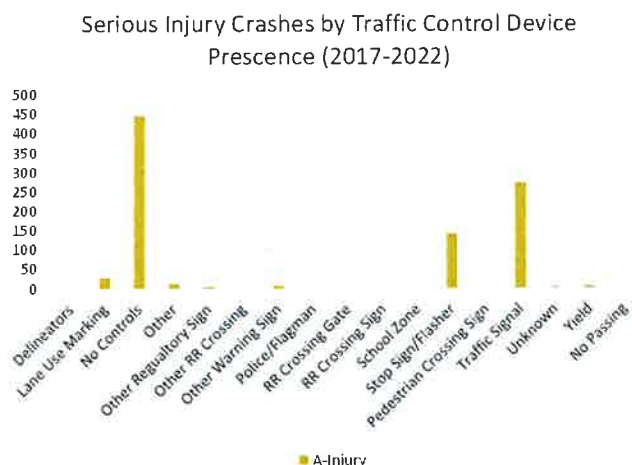


Figure 4-12: Serious Injury Crashes by Traffic Control Device Present (2017-2022)



Driver Condition

Driver condition is a significant contributing factor to severe outcome crashes in the region. Using crash data extracts provided by IDOT, R1 staff was able to assign a driver condition to over 90 percent of severe outcome crashes that took place in Winnebago County during the analysis period. In exactly one-third of fatal outcome crashes, one or more of the drivers was classified as an impaired driver. This figure was lower for serious injury crashes, at 14 percent.

Per the Illinois Department of Motor Vehicles (IL DMV), under Illinois' driving under the influence (DUI) laws, it is illegal for the following driver classifications to operate a motor vehicle when they exceed the following blood alcohol content percentages:

- Drivers under age 21: 0.00 percent
- School bus drivers: 0.00 percent
- Commercial driver's license holders: 0.04 percent
- Drivers age 21 and over: 0.08 percent

Drivers can also be impaired if they are under the influence of narcotics or marijuana. Several crashes also took place in Winnebago County where a driver's condition was described as emotional or fatigued.

Figure 4-13: Fatal Crashes: Driver Condition (2017-2022)

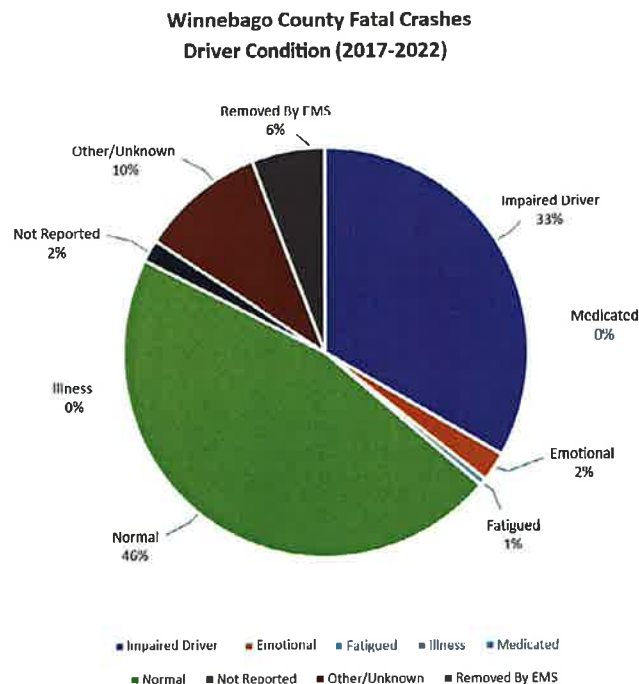
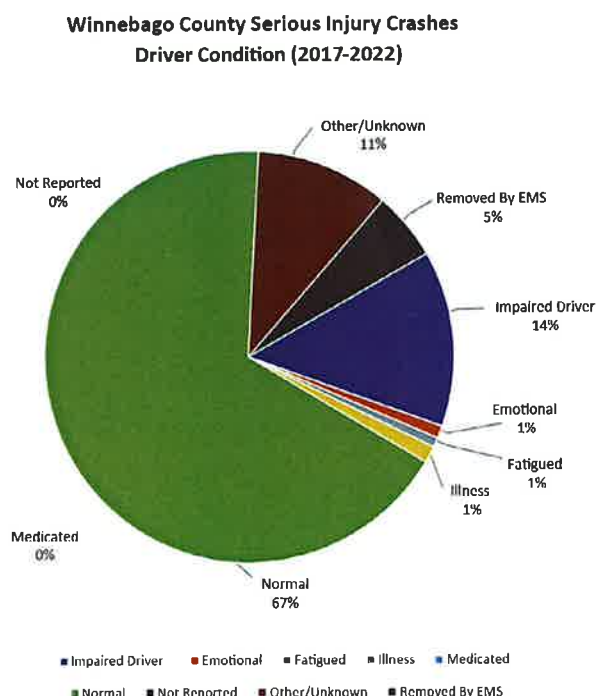


Figure 4-14: Serious Injury Crashes: Driver Condition (2017-2022)



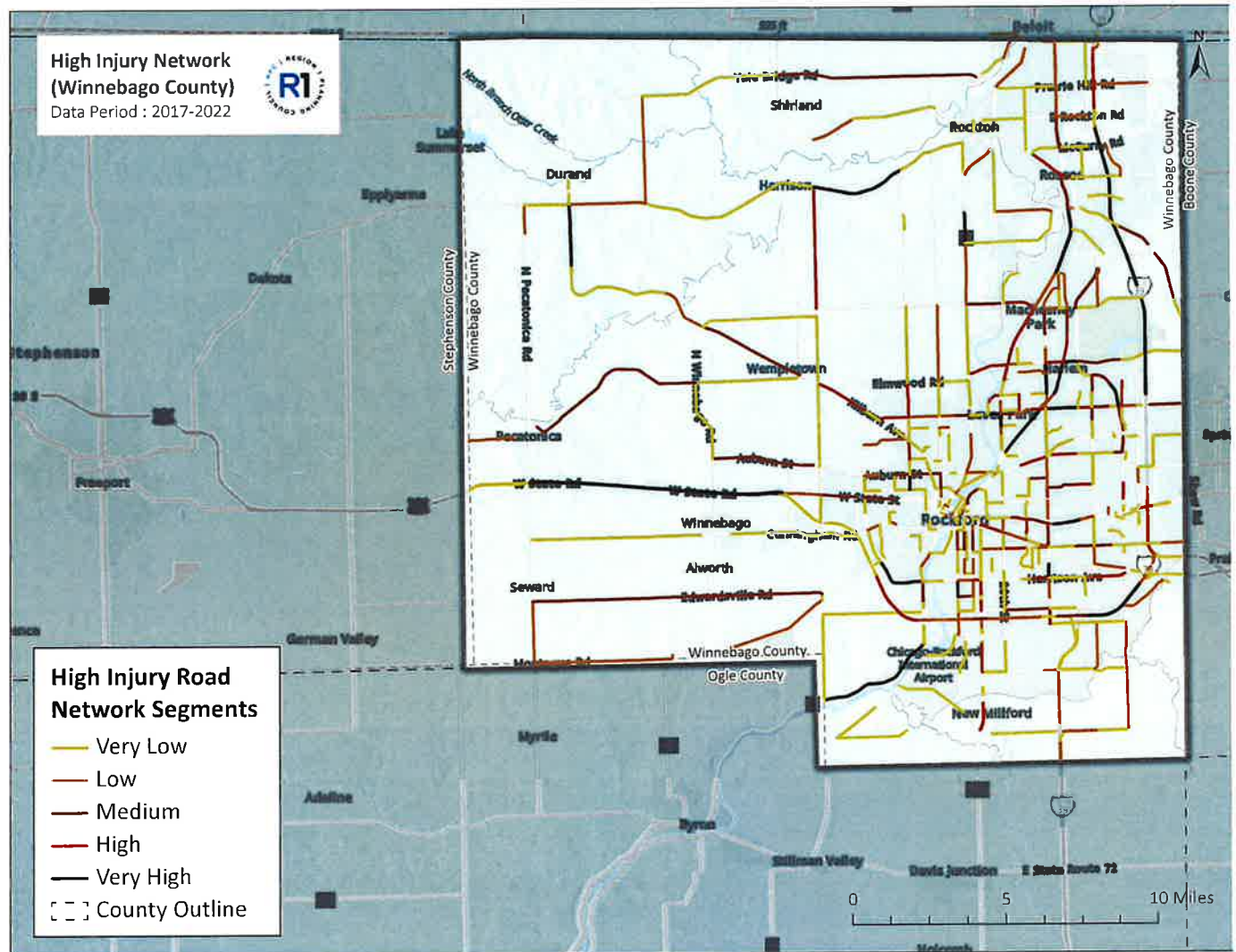
Spatial Analysis

A robust spatial analysis was conducted to fully assess the roadway segments, intersections, and other locations at which crashes resulting in serious injury and fatality are occurring at the highest rates. Utilizing IDOT crash data files from 2017 to 2022, several maps were created detailing the roadways in Winnebago County that pose the greatest safety risks to their users. The following sections present the results of the analyses and provide detail into the methodology used to conduct them. Analyses include networks showing the frequency of severe outcome crashes and non-motorized severe outcome crashes, as well as intersections with the most severe outcome crashes. Included are the results of an online public engagement activity that allowed members of the public to submit locations of concern.

High Injury Network

The Winnebago County High Injury Network (HIN) highlights the roadway segments with the highest frequency of severe outcome crashes during the six-year study period. Displayed visually, the HIN reveals the corridors, roadway segments, and intersections that place roadway users at risk of being involved in a severe outcome crash. The map was used to identify priority projects included in [Part 6: Strategies & Recommendations](#) and can be used as a reference for local jurisdictions as they prioritize safety investments. The methodology used to generate the HIN can be found in [Appendix C](#). The HIN is shown in Figure 4-15, and the roadway segments with the highest severe outcome crash frequencies are listed in Table 4-3. Segments on roadways classified as local roads or interstates are excluded from the tables.

Figure 4-15: High Injury Network (Winnebago County)



Source: Region 1 Planning Council

Table 4-3: Winnebago County High Injury Roadway Segments

Top 10 Segments with Crash Rate, excluding Local Roads and Interstates

Roadway Name	Extent	Municipality	Functional Classification	# of Severe Outcome Crashes	Crash Rate(s) Crashes/100m VMT
IL 2	Beltline Rd to S Meridian Rd	Unincorporated	Other Principal Arterial	11	830
Forest Hills Rd	Pepper Dr to Landstrom Rd	City of Loves Park	Other Principal Arterial	11	1,522
E Riverside Blvd	East Dr to IL 251/N 2nd St	City of Loves Park	Other Principal Arterial	10	609
E Riverside Blvd	Alpine Rd to Applewood Ln	City of Loves Park	Other Principal Arterial	10	251
IL 251/N 2nd St	Forest Hills Rd to Bridge St	Village of Roscoe, Village of Machesney Park	Other Principal Arterial	9	59
Kishwaukee St	Brooke Rd to Harrison Ave	City of Rockford	Minor Arterial	8	284
US 20	Pecatonica Rd to Winnebago Rd	Unincorporated	Other Principal Arterial	8	223
Forest Hills Rd	Pepper Dr to Riverside Blvd	City of Loves Park	Other Principal Arterial	8	322
Forest Hills Rd	Windsor Rd to Harlem Rd	City of Loves Park	Minor Arterial	8	209
S Springfield Ave	IL 2/S Main St to Montague Rd	City of Rockford	Other Principal Arterial	7	878

Winnebago County Owned Roads

The table below focuses only on roadways owned by Winnebago County. This table allows the County to identify the roadways under their control that are most in need of safety enhancements. Table 4-4 shows the ten county-owned segments with the highest frequencies of severe outcome crashes during the study period. Segments on roadways classified as local roads, minor-collectors, or major-collectors are excluded from the tables.

Table 4-4: Winnebago County Owned High Injury Roadway Segments

Roadway Name	Extent	Municipality	Functional Classification	# of Severe Outcome Crashes	Crash Rate(s) Crashes/100m VMT
Forest Hills Rd	River Ln/Pepper Dr to Landstrom Rd	City of Loves Park	Other Principal Arterial	11	1,522
E Riverside Blvd	Alpine Rd to Applewood Ln	City of Loves Park	Other Principal Arterial	10	251
Forest Hills Rd	River Ln/Pepper Dr to Riverside Blvd	City of Loves Park	Other Principal Arterial	8	322
S Springfield Ave	IL 2/S Main St to Montague Rd	City of Rockford	Other Principal Arterial	7	878
E Riverside Blvd	Forest Hills Rd to Alpine Rd	City of Loves Park	Other Principal Arterial	7	312
Perryville Rd	Riverside Blvd to Nimtz Rd	City of Loves Park	Other Principal Arterial	7	993
Harrison Ave	Mulford Rd to Perryville Rd	City of Rockford, Village of Cherry Valley	Other Principal Arterial	5	490
Owen Center Rd	Riverside Blvd to Elmwood Rd	City of Rockford	Collector	5	486
Harlem Rd/Bauer Pkwy	IL 2 to IL 251	Village of Machesney Park	Minor Arterial	5	1,553
Ralston Rd	IL 251 to Ventura Blvd	Village of Machesney Park	Minor Arterial	5	687

Non-motorized roadway users make up a disproportionate share of the individuals who suffer serious injury or fatality on the County's roadways due to the lack of physical protection around their person. Examples of non-motorized roadway users include bicyclists, pedestrians, and individuals using micromobility devices. The roadway segments that pose the greatest threat to non-motorized roadway users were identified through an analysis of the locations of all severe outcome pedestrian and pedalcyclist crashes. Figure 4-16 is a high crash network for non-motorized crashes only, and the corresponding Table 4-5 shows the segments with the highest frequency of non-motorized crashes from this analysis. Local roads and interstates are excluded from the table displaying the segments with the highest non-motorized crash frequencies. All non-motorized crash outcomes were considered in the development of this high crash network, as the margin between a non-severe and severe outcome is very fine when a non-motorized roadway user is involved in a crash.

Non-Motorized High Crash Network (Winnebago County)
Data Period : 2017-2022

Legend:

- Low
- Medium
- High
- Very High
- County Outline

Map Labels: North Branch of Rock River, Durand, Harrison, Rockton, Prairie Hill Rd, E Rockton Rd, McCarty Rd, Rockton, Machesney Park, Loves Park, Elmwood Rd, Auburn St, W State Rd, Winnebago, Alworth, Edwardsville Rd, Seward, Winnebago County, Ogle County, Chicago-Rockford International Airport, New Milford, Davis Junction, E State Route 72, 10 Miles.

Winnebago County Traffic Safety Action Plan | 19

Table 4-5: Winnebago County High Non-Motorized Crash Roadway Segments

Roadway Name	Extent	Municipality	Functional Classification	# of Crashes	Crash Rate(s)
Wyman Street	Mulberry Street to W Jefferson Street	Rockford	Other Principal Arterial	4	6,008
11th Street	Roosevelt Road to Sandy Hollow Road	Rockford	Other Principal Arterial	2	2,834
West State Street	N Meridian Road to Daisyfield Road	Rockford	Other Principal Arterial	7	2,767
Spring Creek Road	At IL 251 Interchange	Rockford	Other Principal Arterial	2	2,647
Mulberry Street	N Winnebago Street to N Main Street	Rockford	Other Principal Arterial	3	2,647
Buckley Drive	At E State Street/US BUS 20	Rockford	Major Collector	3	2,585
N Mail Street/IL 2	At Auburn Street	Rockford	Other Principal Arterial	1	2,149
Mulberry Street	N Central Avenue to N Hinkley Avenue	Rockford	Major Collector	2	2,131
S Main Street	At Springfield Avenue/Harrison Avenue	Rockford	Other Principal Arterial	3	1,826
Pierpont Avenue	At West State Street/US BUS 20	Rockford	Major Collector	3	1,522

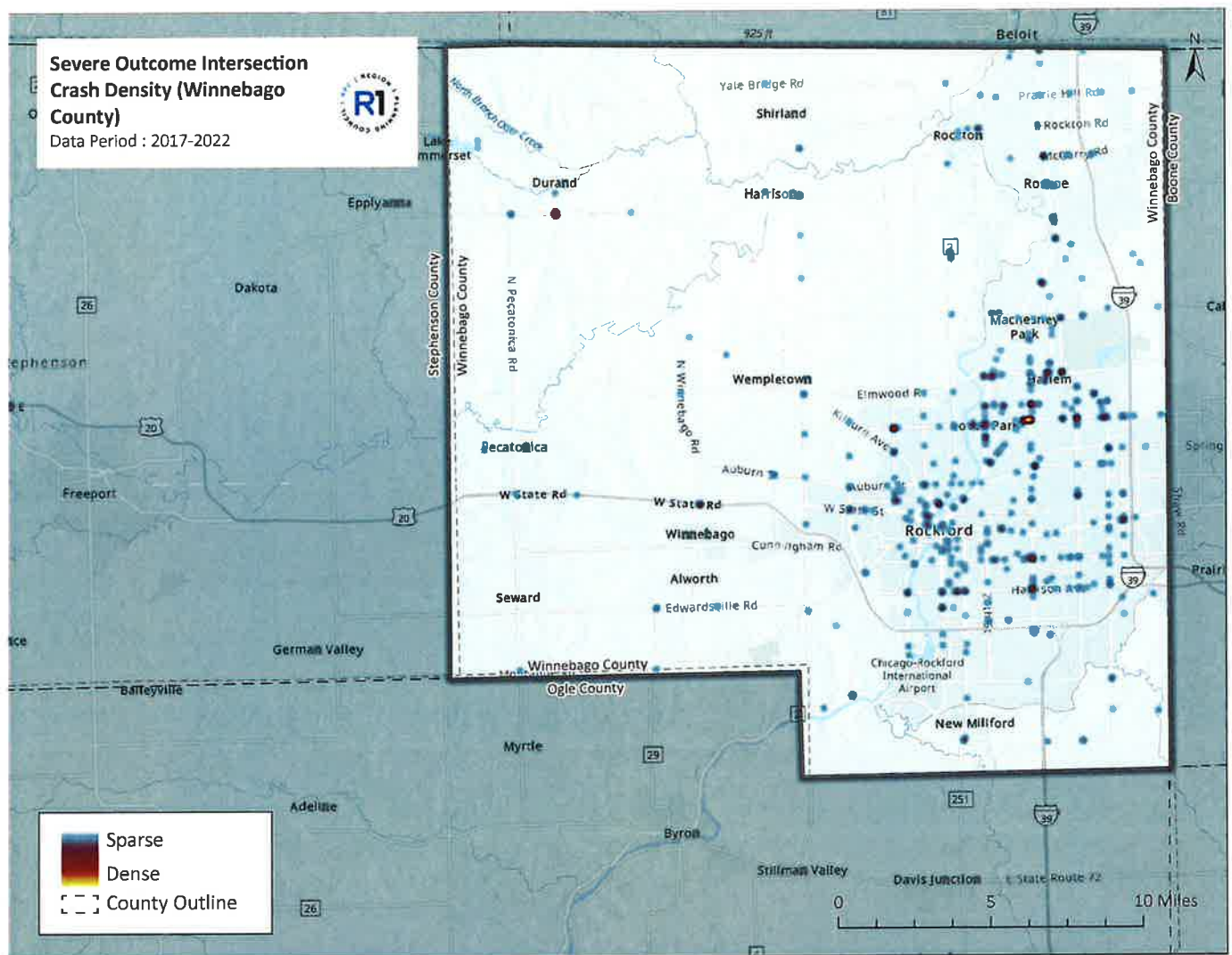
Intersections

More than half of the fatal and serious injury crashes that took place in Winnebago County during the study period occurred at intersections. Serious outcome crashes occur at high rates at intersections due to the number of conflict points presented as two or more roadways meet. Within Winnebago County, a number of intersections stand out as more dangerous than others. Alpine Road and Riverside Boulevard had nine separate severe outcome crashes during the study period, the most of any intersection. Figure 4-17 shows the intersections with the highest concentration of severe outcome crashes between 2017 and 2022, while Table 4-6 lists the intersections with the most severe outcome crashes.

Table 4-6: Winnebago County Severe Outcome Intersection Crash Occurrences

Roadway Name	Extent	Municipality	Functional Classification	# of Serious Injury Crashes	# of Fatal Crashes	# of Severe Outcome Crashes
Riverside Boulevard	At Alpine Road	Loves Park/Rockford	Other Principal Arterial	9	0	9
IL 75	IL 70	Unincorporated	Minor Arterial	6	1	7
Riverside Boulevard	At Forest Hills Road	Loves Park/Rockford	Other Principal Arterial	5	1	6
Riverside Boulevard	At Owen Center Road/N Central Avenue	Rockford/Unincorporated	Other Principal Arterial	5	1	6
Harlem Road	At N Perryville Road	Loves Park	Other Principal Arterial	5	0	5
Alpine Road	At Windsor Road	Loves Park	Minor Arterial	5	0	5
Alpine Road	At Harrison Avenue	Rockford	Other Principal Arterial	3	1	4
Riverside Boulevard	At Mulford Road	Loves Park/Rockford	Other Principal Arterial	4	0	4
Spring Creek Road	At Spring Brook Road	Rockford	Other Principal Arterial	4	0	4
Alpine Road	At Broadway/Newburg Road	Rockford	Other Principal Arterial	4	0	4

Figure 4-17: Winnebago County Severe Outcome Intersection Crash Density



Source: Region 1 Planning Council

Public Input

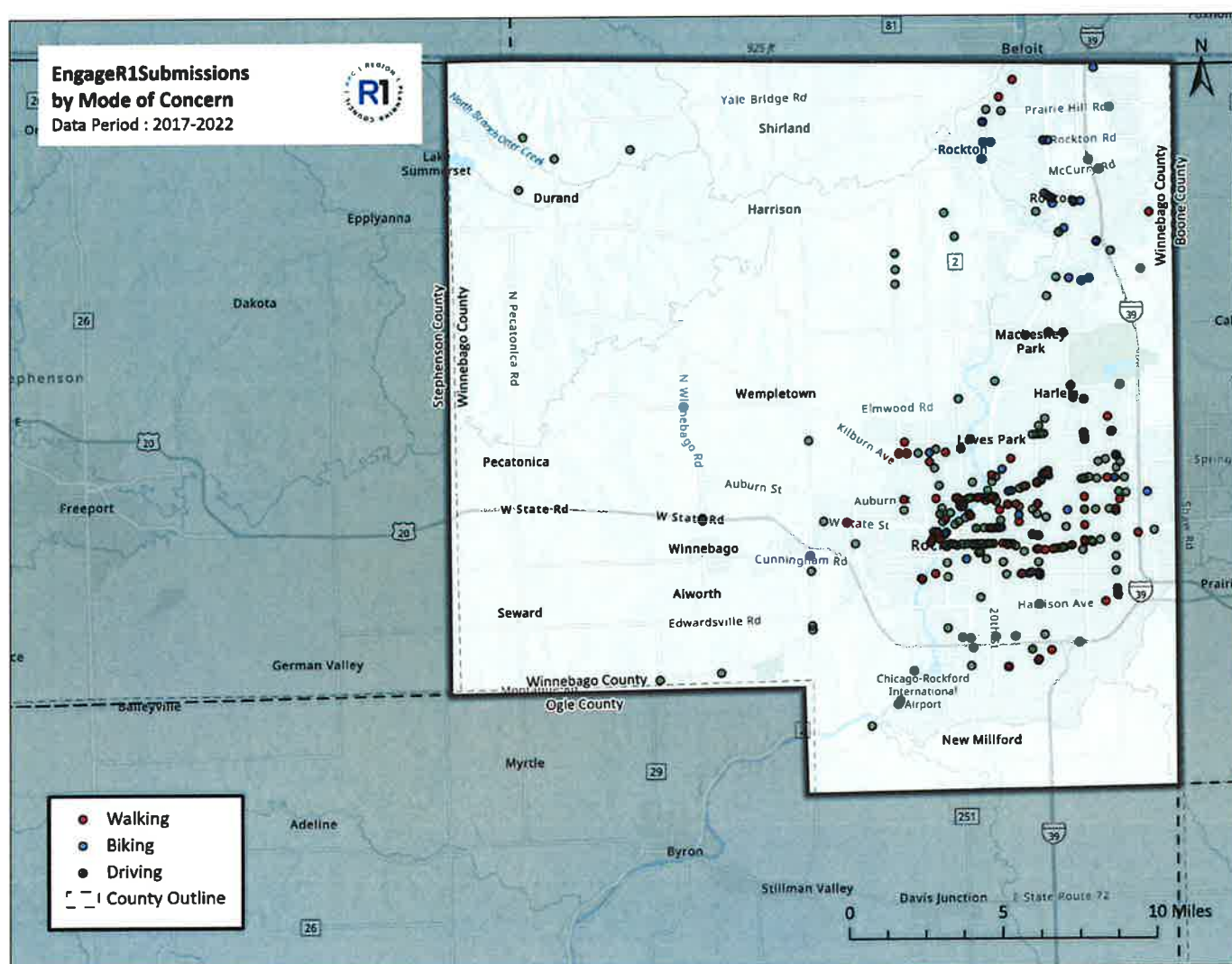
As discussed in [Part 1: Introduction](#), R1's online engagement platform, Engage R1, was utilized to collect locations of traffic safety concern from the public. A social mapping feature on this Winnebago County Traffic Safety Action Plans project page allowed individuals to leave a pinpoint on a map with an associated comment describing the concern at that location. Project pages on Engage R1 have also been created in concurrence with this plan for the Regional Traffic Safety Action Plan and City of Rockford Traffic Safety Action Plan. Many of the locations submitted on these project pages fall within the boundaries of Winnebago County.

A review of the comments attributed to each submitted location within Winnebago County allows each location to be assigned to one or more emphasis areas. Table 4-7 shows how many points applied to each emphasis area. Each of the pins, and the mode of travel most impacted by the concern, are shown in Figure 4-18. Figure 4-20 overlays locations of concern onto the High Injury Network. This map allows for the examination of where users of Winnebago County's roadway network and traffic safety data overlap, reinforcing certain locations as areas at which traffic safety countermeasures should be considered for implementation. Additional information about the public engagement process for this plan can be found in [Appendix B: Public Engagement Process](#).

Table 4-7: Engage R1 Submissions Categorized by Emphasis Area

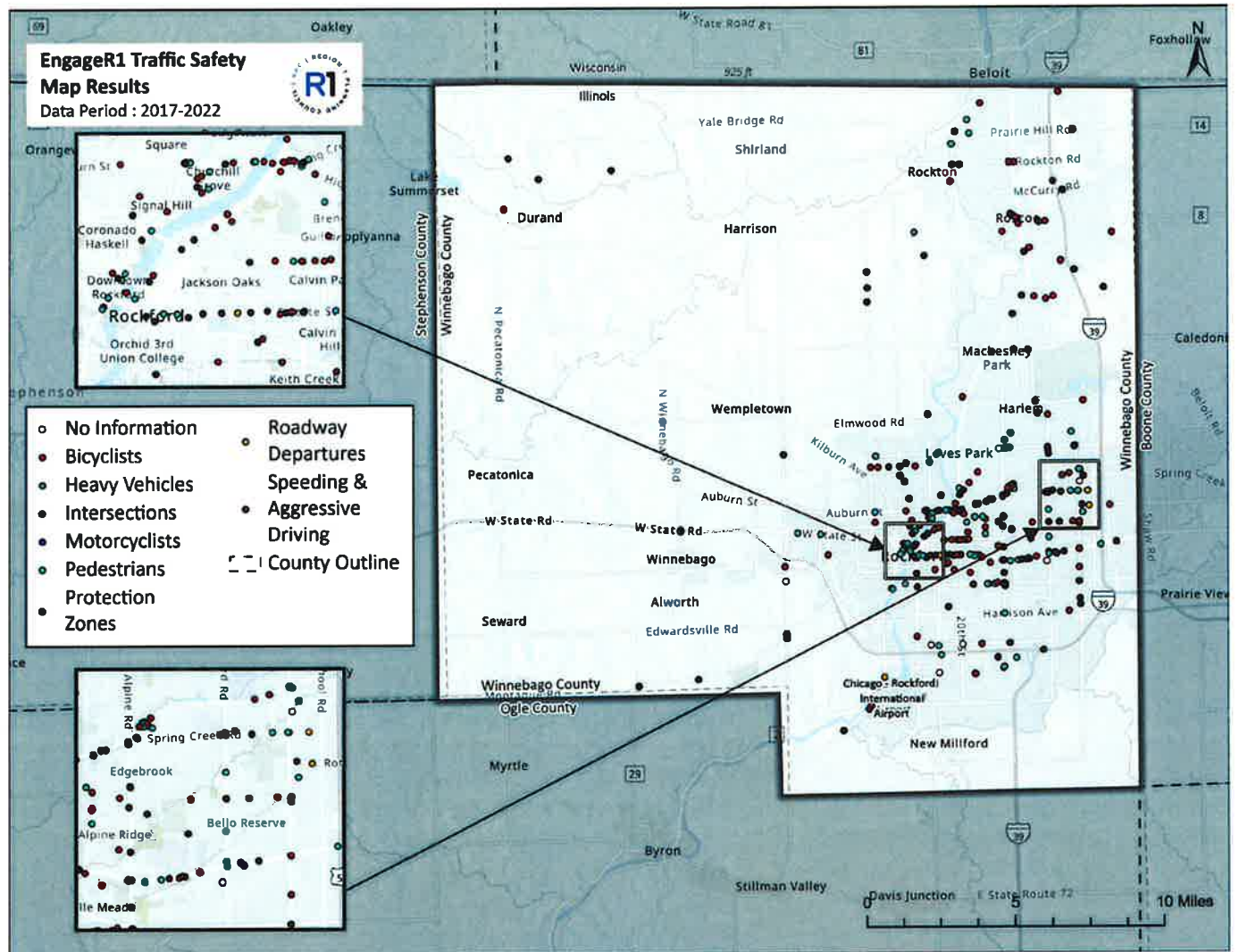
Emphasis Area	# of Times Identified
Intersections	152
Pedestrians	137
Speeding & Aggressive Driving	117
Bicyclists	64
Protection Zones	12
Roadway Departures	6
Heavy Vehicles	4
Motorcycles	3
Younger & Older Drivers	3

Figure 4-18: Engage R1 Submission Locations by Mode of Concern



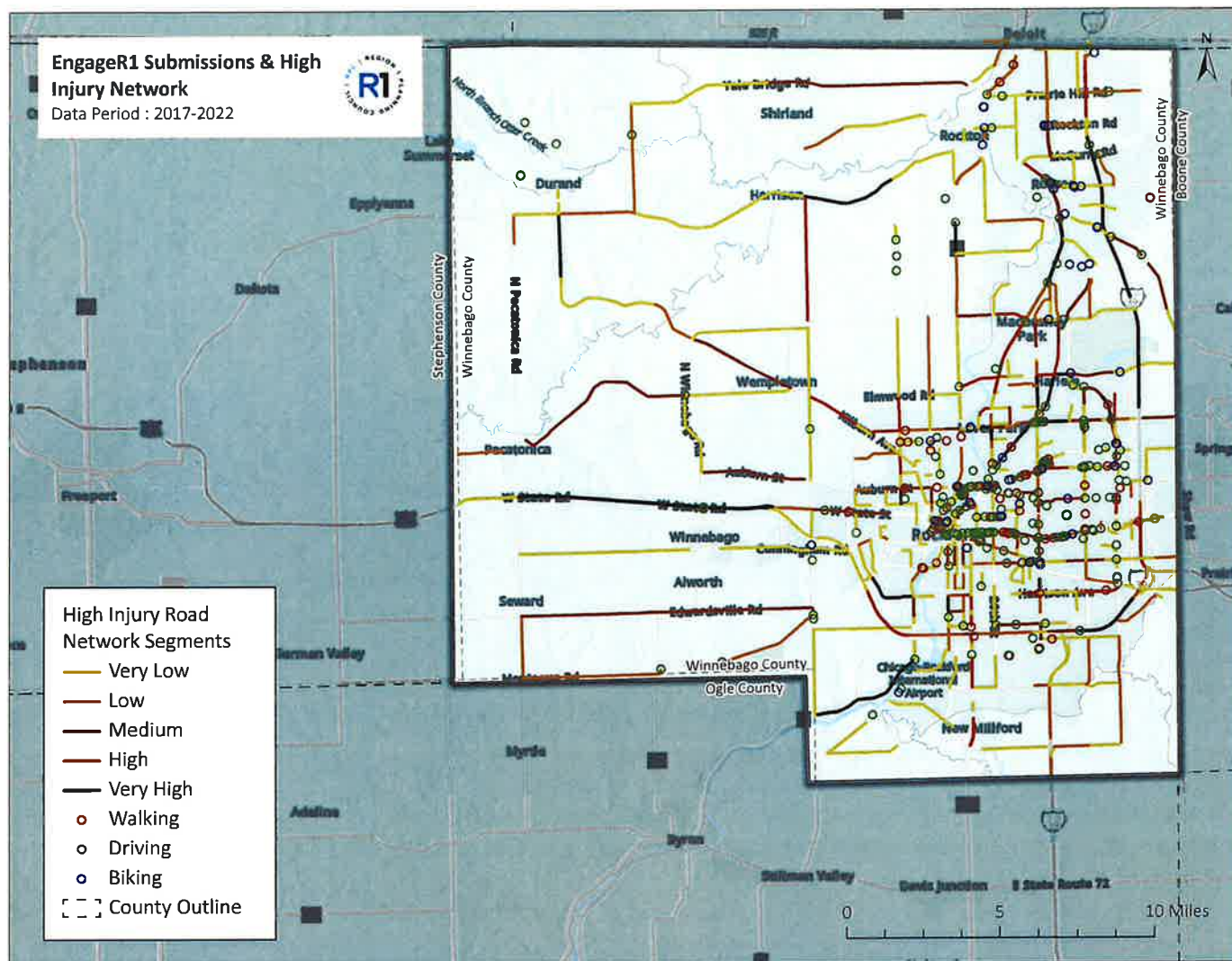
Source: Region 1 Planning Council

Figure 4-19: Engage R1 Submissions Categorized by Emphasis Area



Source: Region 1 Planning Council

Figure 4-20: Engage R1 Submissions & High Injury Network



Source: Region 1 Planning Council

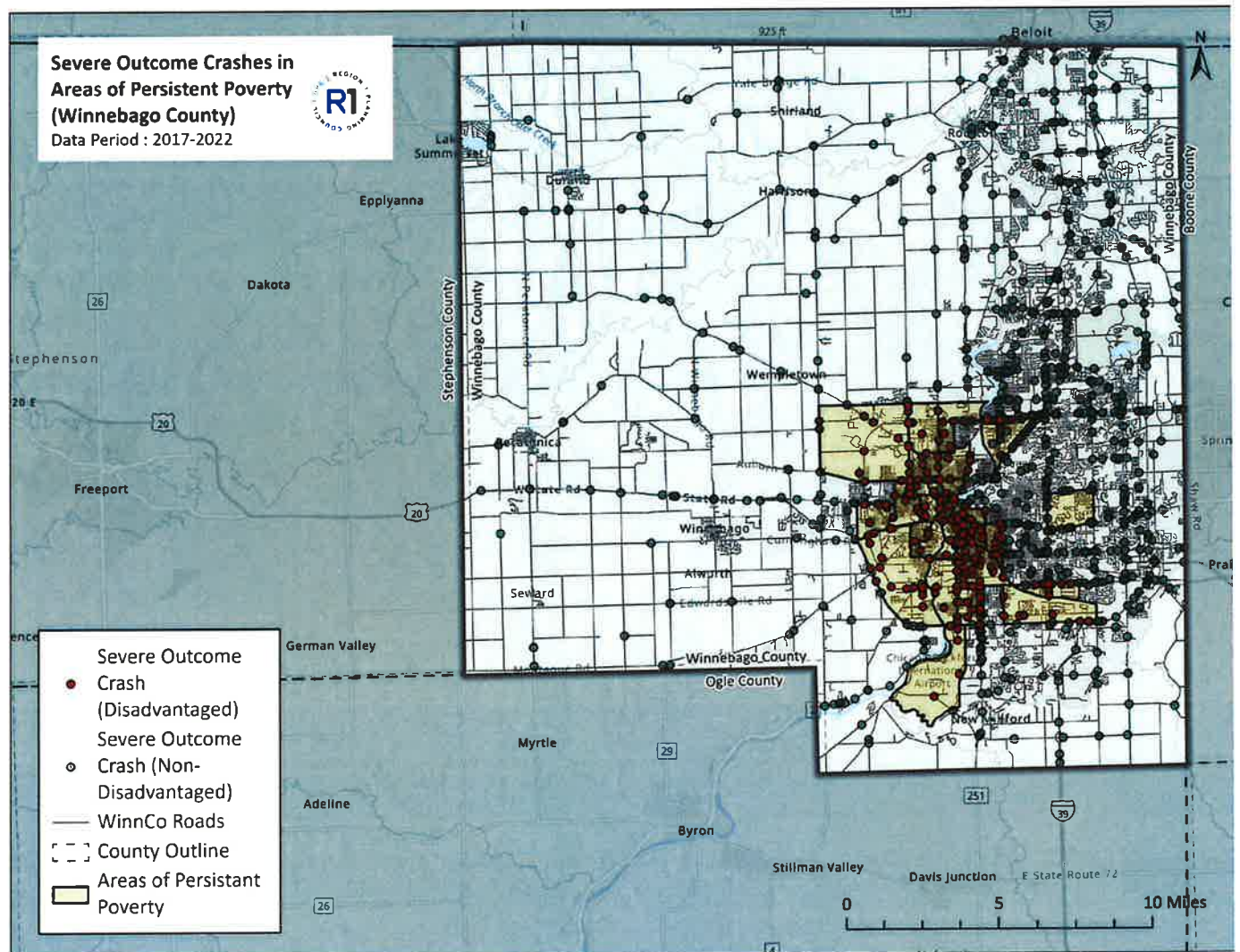
Areas of Persistent Poverty Considerations

To assess the relationship between communities with limited access to resources and traffic safety issues, an analysis was conducted. The analysis utilized data from the 2014-2018 five-year American Community Survey, specifically indicators showing the proportion of census tracts living in poverty. Census tracts within which 20 percent or more of residents are defined as areas of persistent poverty, or disadvantaged areas. This statistical definition is based on the guidance for determining disadvantaged areas provided in the SS4A Programs FY2025 Notice of Funding Opportunity. In Winnebago County, there are 29 census tracts within which 20 percent or more of residents live in poverty. These areas can be referred to as disadvantaged, or areas of persistent poverty.

Of the 1,053 crashes resulting in serious injury or fatality that took place in Winnebago County between 2017 and 2022, 264 crashes occurred in areas of persistent poverty. Of the 264 total crashes, 52 resulted in at least one fatality, while 222 resulted in at least one serious injury.

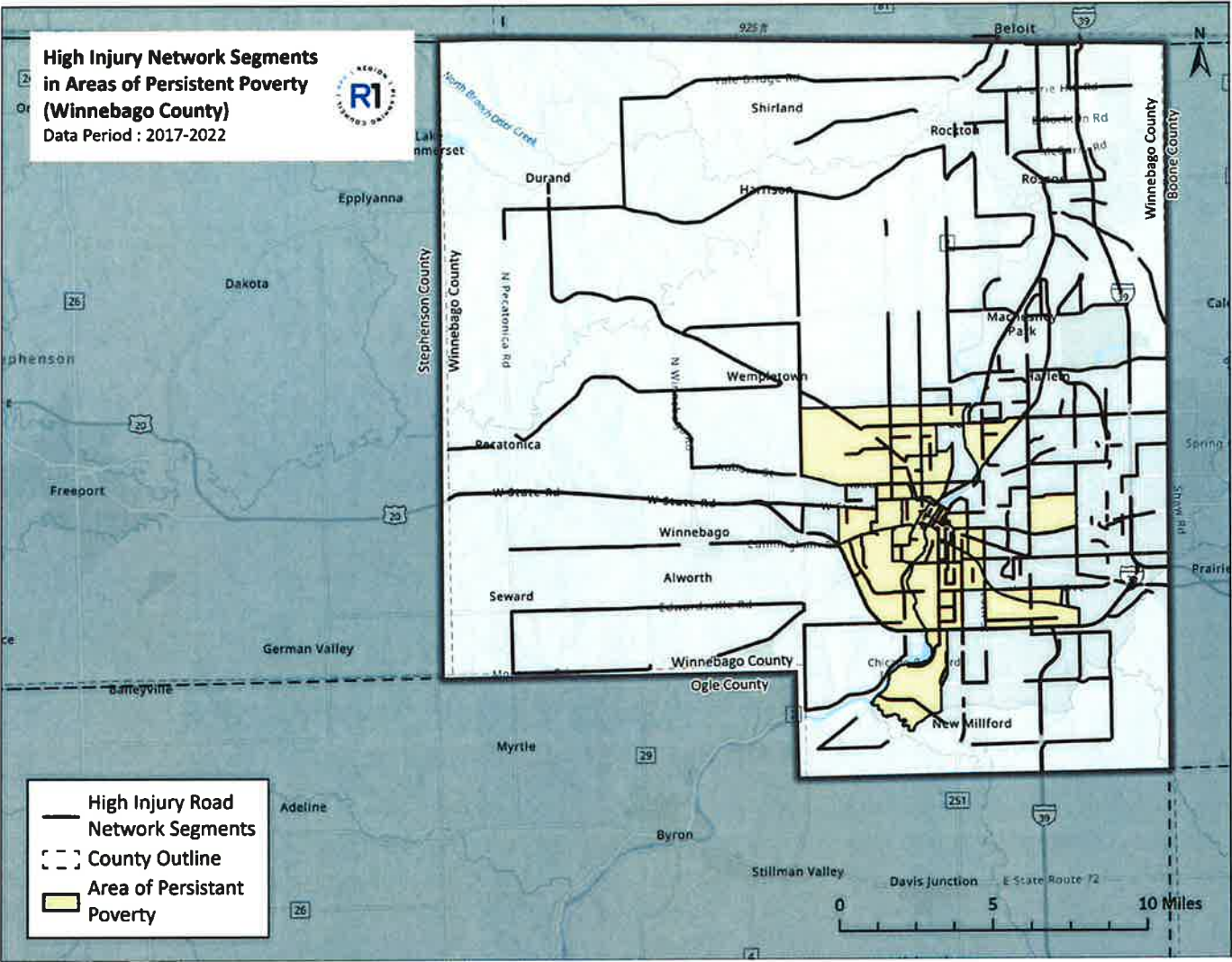
The results of the High Injury Network analysis were also compared against the identified disadvantaged census tracts. A total of 497 roadway segments in Winnebago County were categorized as part of this plan's High Injury Network. One hundred ninety six, or approximately 39.4 percent of these segments are located within a disadvantaged census tract. These segments are shown in Figure 4-22. Of the 29 roadway segments with "very high" occurrences of severe outcome crashes, 12 of the segments are located within a disadvantaged census tract.

Figure 4-21: Severe Outcome Crashes in Disadvantaged Areas (Winnebago County)



Source: Region 1 Planning Council

Figure 4-22: High Injury Network Segments in Disadvantaged Areas (Winnebago County)



Source: Region 1 Planning Council

PART 5:

Emphasis Areas

The Winnebago County Traffic Safety Action Plan contains 12 emphasis areas, shown in Figure 5-1. Safety emphasis areas describe the issues where there is an opportunity to improve. Addressing these safety emphasis areas will provide Winnebago County with the opportunity to significantly reduce instances of fatal and serious injury crashes and achieve the vision and goals of this plan. The emphasis areas included in this chapter were identified by the plans steering committee members, and are supported by the results of the plan's data analysis. Furthermore, each of the emphasis areas aligns with the Safe System Approach. In this chapter, each of the 12 safety emphasis areas is accompanied by a description of the issue and its components and a summary of the data and input that supported its inclusion.

- Speeding and Aggressive Driving
- Impaired Driving
- Unrestrained Occupants
- Distracted and Drowsy Driving
- Bicyclists
- Pedestrians
- Younger and Older Drivers
- Heavy Vehicles
- Motorcycles
- Lane/Roadway Departures
- Intersections
- Protection Zones

Figure 5-1: Safety Emphasis Areas





Speeding & Aggressive Driving

Speeding has been widely noted as one of the single most dangerous factors when assessing the severity of motor crashes. However, safety professionals have been unable to mitigate the risky behavior through enforcement or public awareness campaigns. Speeding has been shown to increase the chance of severe injuries and fatalities in crashes and consequently, the costs associated with such crashes. Speeding has been increasing since the first observational study for NHTSA in 2002, especially on major arterials that are not access-limited^{xi}. Accordingly, safer speeds are included as an objective of the Safe System Approach^{xii}.

Aggressive driving often includes speeding and is therefore grouped with speeding in this plan. However, the nature of aggressive driving can pose additional risks to the responsible party as well as other vehicles on the road. Some of the characteristics of aggressive driving include, but are not limited to: tailgating or intentionally following a driver too closely, running red lights, cutting in front of other drivers, and passing vehicles on the shoulder. Other aspects of aggressive driving cannot be as concretely defined, as many examples are based on individual scenarios. Data on aggressive driving is limited, due to the behavior not always involving a crash and enforcement being unable to assess all events and factors leading up to a crash.

In the United States, occurrences of speeding have steadily been increasing. In a 2018 survey by NHTSA, 30 percent of respondents were classified as “frequent” speeders, and another 40 percent were classified as “sometimes” speeders^{xiii}. Drivers often feel a need to keep up with the flow of traffic or have the expectation of getting to their destination as quickly as possible; these feelings promote or lead to dangerous speeding behaviors. Additionally, a lack of understanding of the risk-reward nature of speeding can lead drivers to reach speeds that exponentially increase the risk of a severe outcome crash while only reducing their travel time by a fraction. Although speeding is a common behavior, the majority of drivers still value safety and believe that it is important for something to be done to reduce speeding^{xiv}.

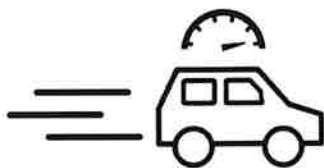
Crash data is an important metric for evaluating speeding. However, the way speeding is defined varies among states, and it can be difficult to determine the role speeding played during crash investigations. When available, speeding data is an important supplementary metric that can be overlaid with crash data. Doing so can help decision-makers pinpoint locations where speeding countermeasures should be deployed. In Winnebago County, 257 crashes were determined to be caused in part by speeding and aggressive driving. Approximately 18 percent of those 257 crashes resulted in a severe outcome. This data was derived from Illinois Department of Transportation (IDOT) crash extract and vehicle extract files.

While a lack of speeding data makes it difficult to accurately estimate the number of crashes caused by excessive speeds, anecdotal evidence collected during this plan’s public engagement process showcases the need for remedies. One hundred eighteen of the three hundred sixty-two submitted locations of traffic safety concern indicated that speeding and aggressive driving were part of their concern. Furthermore, 62 percent of survey respondents cited speeding as one of their top traffic safety concerns, and 71 percent believe that the use of excessive speeds contributes to traffic crashes in Winnebago County.

Table 5-1: Severe Outcome Speeding & Aggressive Driving Crashes (2017-2022)

Emphasis Area	Number of A	Percent of A	Number of K	Percent of K	Number of KA	Percent of KA
Speeding or Aggressive Driving	107	11.70%	27	15.80%	134	12.33%

Figure 5-2: Top Public Concern Identified in Survey



Top Public Concern:
Speeding and Aggressive Driving



Impaired Driving

Impaired driving, caused by the consumption of alcohol or drugs, presents significant challenges to transportation safety and public health. Alcohol-impaired driving has long been recognized as a major contributor to traffic accidents and fatalities, with extensive research documenting its effects on driving ability and risk levels. In recent years, the focus has also broadened to include drug-impaired driving, encompassing both legal medications and illicit substances. As the prevalence of both alcohol and drug use among drivers persists, understanding these substances' impacts on road safety is crucial for developing effective prevention strategies and policies to protect all road users.

In 2021, there were 13,384 fatalities in crashes involving alcohol-impaired drivers, defined as those with a blood alcohol concentration (BAC) of 0.08 g/dL or higher across the entire United States. This marked a 14.2 percent increase from the 11,718 fatalities recorded in 2020, according to the National Center for Statistics and Analysis^{xv}. These alcohol-impaired driving fatalities accounted for nearly one-third (31 percent) of all motor vehicle deaths in the United States.

Historically, alcohol-impaired driving incidents decreased consistently from the early 1980s to present day. Research attributes this decline to a combination of factors, including the implementation of alcohol-related legislation (such as the .08 BAC limit), administrative license revocation policies, minimum drinking age laws, and demographic shifts like an aging population and a higher proportion of female drivers^{xvi}.

In addition to alcohol, many drugs—both legal and illegal—are known or suspected to impair a driver's ability to safely operate a motor vehicle^{xvii}. While the impairing effects of alcohol and the risks of drinking and driving are well documented, there is significantly less research on the potential impairing effects of other drugs on driving performance.

Impaired driving crash data for Winnebago County was determined by analyses of IDOT crash extracts and person extract files. As shown in Table 5-2, exactly one third of fatal outcome crashes in Winnebago County during the study period involved an impaired driver, slightly above the national share of 31 percent. Of the 1,640 crashes in Winnebago County between 2017 and 2022 that involved an impaired driver, 11.7 percent resulted in a severe outcome. The locations of impaired driving crashes resulting in a severe outcome are dispersed throughout the county, indicating these crashes are less a result of roadway design conditions and more indicative of behavioral factors.

Almost 40 percent of severe outcome impaired driving crashes in the county take place on Saturday or Sunday. These days have lower vehicle miles traveled than weekdays but carry a greater risk for these types of crashes. This relationship could be driven by a greater number of individuals visiting nightlife destinations and becoming impaired on weekend nights.

Table 5-2: Severe Outcome Impaired Driving Crashes (2017-2022)

Emphasis Area	Number of A	Percent of A	Number of K	Percent of K	Number of KA	Percent of KA
Impaired Driving	127	13.90%	57	33.30%	184	16.93%

Figure 5-3: Severe Outcomes Impaired Driving Crashes by Day of the Week

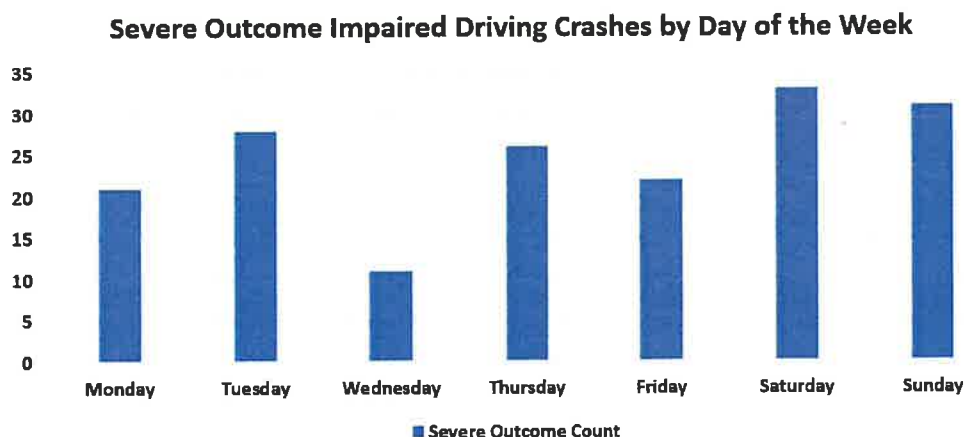
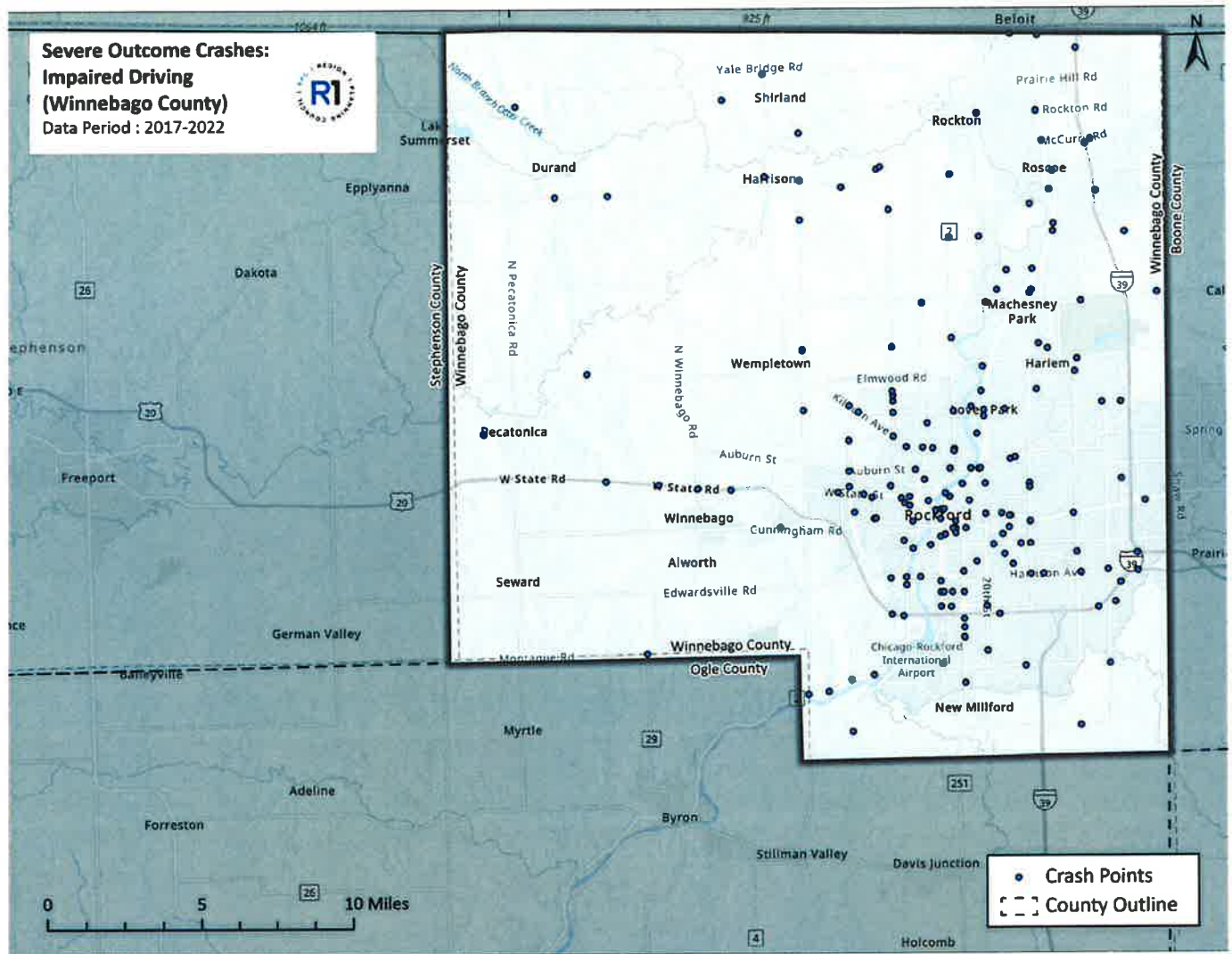


Figure 5-4: Severe Outcome Impaired Driving Crash Location (2017-2022)



Distracted & Drowsy Driving

Distracted and drowsy driving behaviors pose considerable safety risks and lead to many severe outcome crashes each year. These behaviors, often resulting from modern lifestyle patterns and technological distractions, compromise the alertness and reaction times of drivers. Consequently, they increase the likelihood of collisions, injuries, and fatalities on the road. The widespread prevalence of these issues not only endangers individual drivers and passengers but also strains emergency services, healthcare systems, and infrastructure maintenance efforts. Addressing distracted and drowsy driving is crucial for enhancing road safety, reducing accident-related costs, and ensuring the overall efficiency and reliability of the transportation system.

Drowsy driving is a significant safety concern arising from lifestyle habits. Nationwide in 2021, approximately 684 people were killed in crashes involving a drowsy driver, accounting for 1.6% of all motor vehicle traffic fatalities^{xviii}. From 2017 to 2021, drowsy driving was indicated as a contributing factor in 1.8% of all fatal crashes in the United States. Research and attention on drowsiness have historically been primarily focused on commercial truck drivers, but the issue is much more widespread^{xix}. In 2014, over one-third of 444,306 respondents aged 18 and older in the United States reported sleeping less than 7 hours a day—the minimum amount recommended for optimal well-being^{xx}. The 2017 AAA Traffic Safety Culture Index revealed that over 40% of the 2,613 surveyed drivers reported getting less than 6 hours of sleep a night during a typical week^{xxi}.

Distracted driving has garnered considerable attention over the past decade. While much of the focus has been placed on mobile device use and texting, many more potential distractions exist. The National Highway Traffic Safety Administration

(NHTSA) defines distracted driving as “any activity that diverts attention from driving, including talking or texting on your phone, eating and drinking, conversing with passengers, adjusting the stereo, entertainment, or navigation systems—anything that takes your focus away from the task of safe driving^{xxii}”. Distractions can manifest in various forms: visual distractions, which take a driver’s eyes off the road; cognitive distractions, which shift their mental focus away from driving; and manual distractions, which remove their hands from the wheel. Some activities, such as texting, can combine all three types of distraction. In 2021, NHTSA estimated that distracted driving was a factor in 3,522 fatalities, accounting for 8% of all traffic deaths in the United States^{xxiii}.

People perceive the use of hands-free devices as less risky than handheld devices. Nearly half (47%) of the respondents in the NHTSA survey reported feeling safe if the driver was using a hands-free cell phone to make or answer calls, compared to just 35% for handheld phones^{xxiv}. Each year, NHTSA conducts a nationwide observational survey of driver electronic device use. Observations are conducted by trained data collectors from 7 a.m. to 6 p.m. During 2021 an estimated 7.6% of American drivers were using some type of phone (handheld or hands-free) at any given moment during the daytime^{xxv}.

In Winnebago County, IDOT crash and person extracts indicate that distracted or drowsy driving played a role in just 3.86 percent of severe outcome crashes during the study period. Approximately 3 percent of fatal crashes in Winnebago County are caused by distracted or drowsy driving, 5 percent less than the national rates. However, it is conceivable this figure grossly undercounts crashes where distracted driving is a factor, as individuals may be unlikely to self-report a traffic violation or fatigue as a factor contributing to a crash they were involved in. A driver suffering a fatal outcome will also be unable to report they were distracted in the moments prior to the crash. Illinois law prohibits the use of hand-held technology while operating a motor vehicle; drivers who are involved in a crash resulting from distracted driving can face criminal penalties^{xxvi}. Drowsy driving is not regulated by Illinois law.

Table 5-3: Severe Outcome Distracted & Drowsy Driving Crashes (2017-2022)

Emphasis Area	Number of A	Percent of A	Number of K	Percent of K	Number of KA	Percent of KA
Distracted or Drowsy Driving	37	4.00%	5	2.90%	42	3.86%



Unrestrained Occupants

Research shows that proper use of a seat belt or child restraint is the single most effective way to reduce traffic-related deaths and injuries. Despite this proven safety measure, select individuals still drive or ride in vehicles unrestrained. In 2022, 63 percent of U.S. passenger vehicle occupants ages 18-34 who were killed in nighttime crashes were unrestrained. Young men and pickup truck drivers are among the most likely demographic groups to not wear a safety belt^{xxvii}. Additionally, more than 11,000 passenger vehicle occupants killed in crashes in the United States in 2022 were unbelted, and 57 percent of those killed were unbelted in nighttime crashes^{xxviii}. Choosing not to use seat belts or child restraints can cause occupants to be ejected from their vehicle during a crash, an event that is strongly correlated to fatal outcomes. Seat belts also act as a complement to air-bags, as the force of air-bags can seriously injure or even kill unrestrained occupants^{xxix}.

Many drivers may feel confident in their driving ability and therefore are less worried about being involved in a crash. However, defensive drivers are still at risk of being hit by another driver. Seat belts are the best defense against impaired, aggressive, and distracted drivers^{xxx}. The use of lap and shoulder combination seat belts reduces the risk of fatal injury to front-seat passenger car occupants by 45 percent and the risk of moderate-to-critical injury by 50 percent. Correct use of child restraints reduces fatalities by 71 percent for infants younger than one year old and by 54 percent for children one to four years old in passenger cars^{xxxi}. For children four to eight years old, the use of booster seats in combination with seat belts is most effective.

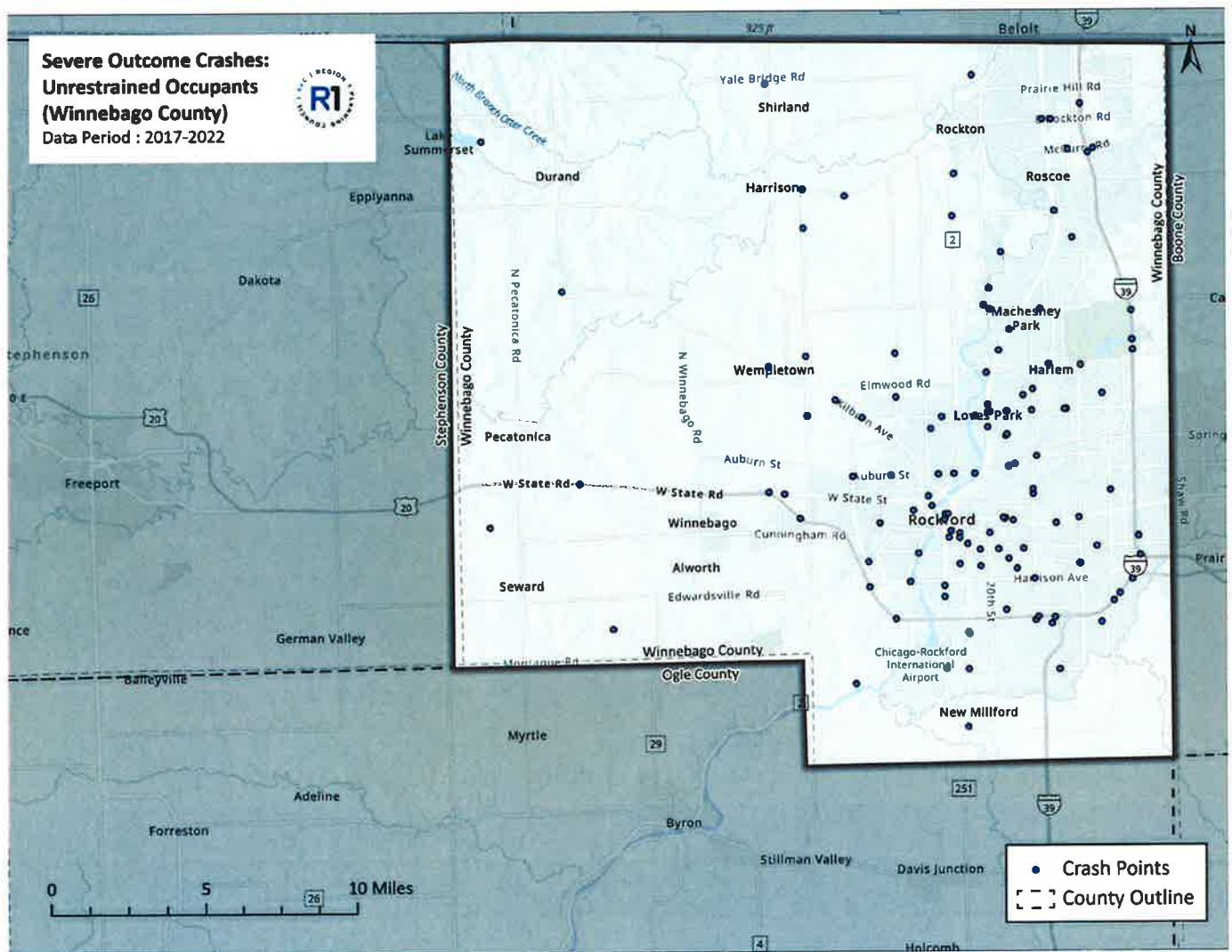
Following the introduction of seat belt laws across the nation in the early 1980s, average use among drivers and passengers rose significantly. Current data shows that observed daytime seat belt use nationwide was 91.6 percent in 2022 for adult drivers and right-front seat passengers combined,^{xxxii} indicating many vehicular occupants still do not always use seat belts and child restraints. However, the national seat belt use rate only accounts for use in the daytime. In 2021, some 57 percent of passenger vehicle occupants killed in crashes at nighttime in the United States were unrestrained. In contrast, 43 percent of fatally injured passenger vehicle occupants in daytime crashes were unrestrained^{xxxiii}.

Illinois law requires all drivers and passengers age eight and older to wear safety belts, regardless of their position in the vehicle. Children under the age of eight must be secured in an appropriate child restraint system in accordance with the Child Passenger Protection Act^{xxxiv}. Despite this law, 11.5 percent of serious outcome crashes in Winnebago County during the study period involved an unrestrained occupant, and twenty percent of all individuals who suffered a fatal crash during the study period were unrestrained. Seventeen percent of all crashes that involved an unrestrained occupant in Winnebago County resulted in serious injury or fatality. These figures were determined by analyzing IDOT crash and person extract files. Notably, Illinois law allows for primary enforcement of the state's seat belt laws, meaning law enforcement officers can initiate a traffic stop if they observe a violation of said law^{xxxv}.

Table 5-4: Severe Outcome Unrestrained Occupant Crashes (2017-2022)

Emphasis Area	Number of A	Percent of A	Number of K	Percent of K	Number of KA	Percent of KA
Unrestrained Occupant	90	9.80%	35	20.50%	125	11.50%

Figure 5-5: Severe Outcome Unrestrained Occupant Crash Locations (2017-2022)





Pedestrians

Pedestrian safety in the United States has risen to the level of a crisis in the last decade. Pedestrian fatalities each year declined steadily for four decades until 2009, when the trend reversed. Between 2017 and 2021, an average of 6,502 pedestrians were killed on United States roadways^{xxxvi}. During this five-year period, pedestrian fatalities accounted for approximately 17 percent of all traffic fatalities in the United States^{xxxvii}. An additional 60,577 pedestrians were injured in traffic crashes in 2021. In 2022, 7,522 pedestrians were killed nationwide, representing a 68 percent increase from 2011^{xxxviii}. This number of deaths equates to more than three Boeing 737s falling from the sky every month for a year^{xxxix}.

The Federal Highway Administration (FHWA) and National Highway Traffic Safety Administration (NHTSA) define pedestrian crashes as any motor vehicle crash involving a person on foot, walking, running, jogging, hiking, sitting, or lying down^{xl}. Pedestrian safety has become an area of significant focus in recent years for both of these agencies, as well as state and local transportation agencies, due to the trends discussed above. Transportation decision-makers across the country are looking for solutions to this crisis. The United States Department of Transportation's (U.S. DOT) Safe System Approach, which is adopted by this plan and many others across the nation, is seen as a path toward establishing a transportation system that is safe for all roadway users, including pedestrians.

The National Highway Traffic Safety Administration has identified that roadway environment, vehicle type and design, weather, and road user behaviors are contributing factors for pedestrian crashes. The speed of a vehicle as it impacts a pedestrian has a significant effect on the likelihood of a fatal outcome; the risk of fatality is 8 percent at 31 miles per hour but increases to 50 percent at 47 mph^{xli}. Alcohol also plays a role in many pedestrian crashes; 43 percent of all pedestrian crashes in 2021 involved a driver or pedestrian with a BAC of .08 or higher^{xlii}. The majority of pedestrian crashes also take place at night; 77 percent of nationwide pedestrian fatalities occurred in the dark.

The trend reversal in pedestrian crashes in 2009 could be driven in part by increases in the size and weight of the average vehicle on the roadway. From 2009 to 2016, the number of fatal pedestrian crashes involving sport utility vehicles (SUVs) increased by 81 percent across the United States^{xliii}. Nationwide, the share of new vehicles sold that were SUVs increased from 27 percent in 2010 to 48 percent by 2018^{xliv}.

The number of potential distractions for roadway users has also increased over the last 15 years. Smart-phones have become widely available and can serve as distractions for both drivers and pedestrians, as demonstrated by numerous studies. Newer vehicles also contain "infotainment" displays that can be an additional distraction for drivers.

The pedestrian safety crisis seen throughout the United States can also be found in Winnebago County, as demonstrated by IDOT crash extracts. Pedestrian crashes accounted for just one percent of all crashes in the county between 2017 and 2022. Despite this, one out of every four fatal crashes in the study period resulted in the death of a pedestrian. This exceeds the national share of 17 percent during the 2017 to 2021 nationwide study period. Furthermore, of the 335 pedestrian crashes that occurred in the county during the six-year study period, just over one third resulted in a serious injury or fatality. Sixty-three percent of severe outcome pedestrian crashes in the county took place in darkness, emphasizing the risk to pedestrians when visibility is low.

Figure 5-7 shows the locations of severe outcome pedestrian crashes in Winnebago County. Nearly all severe outcome pedestrian crashes took place in urban areas. Figure 5-8 shows the relation of severe outcome pedestrian crash locations to the presence of pedestrian facilities. Seventy four of the one hundred and twelve severe outcome pedestrian crashes in the region occurred at locations with incomplete, little, or no pedestrian facilities.

Pedestrian safety concerns also threaten members of disadvantaged communities' ability to travel safely throughout the region. During the study period, 67 of 112 severe outcome pedestrian crashes that took place occurred in an area of persistent poverty.

The feedback received during the plans public engagement efforts also indicates that the public feels pedestrians face significant safety risks in the county. Thirty percent of survey respondents indicated pedestrian safety is one of their top traffic safety concerns, and 139 of the 362 (38 percent) submitted locations of concern in Winnebago County relate to pedestrian safety.

Table 5-5: Severe Outcome Pedestrian Crashes (2017-2022)

Emphasis Area	Number of A	Percent of A	Number of K	Percent of K	Number of KA	Percent of KA
Pedestrian	71	7.80%	41	24%	112	10.30%

Figure 5-6: Light Condition: Severe Outcome Pedestrian Crashes

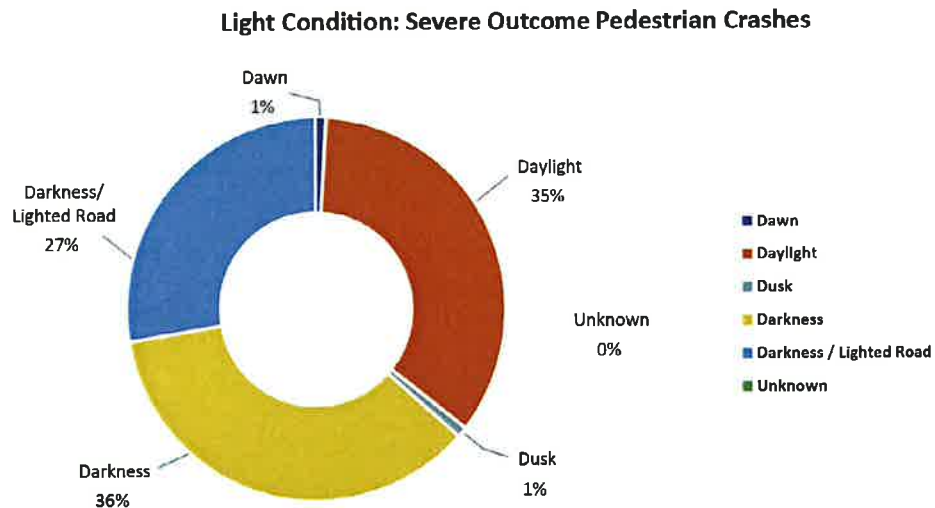


Figure 5-7: Severe Outcome Pedestrian Crash Locations (2017-2022)

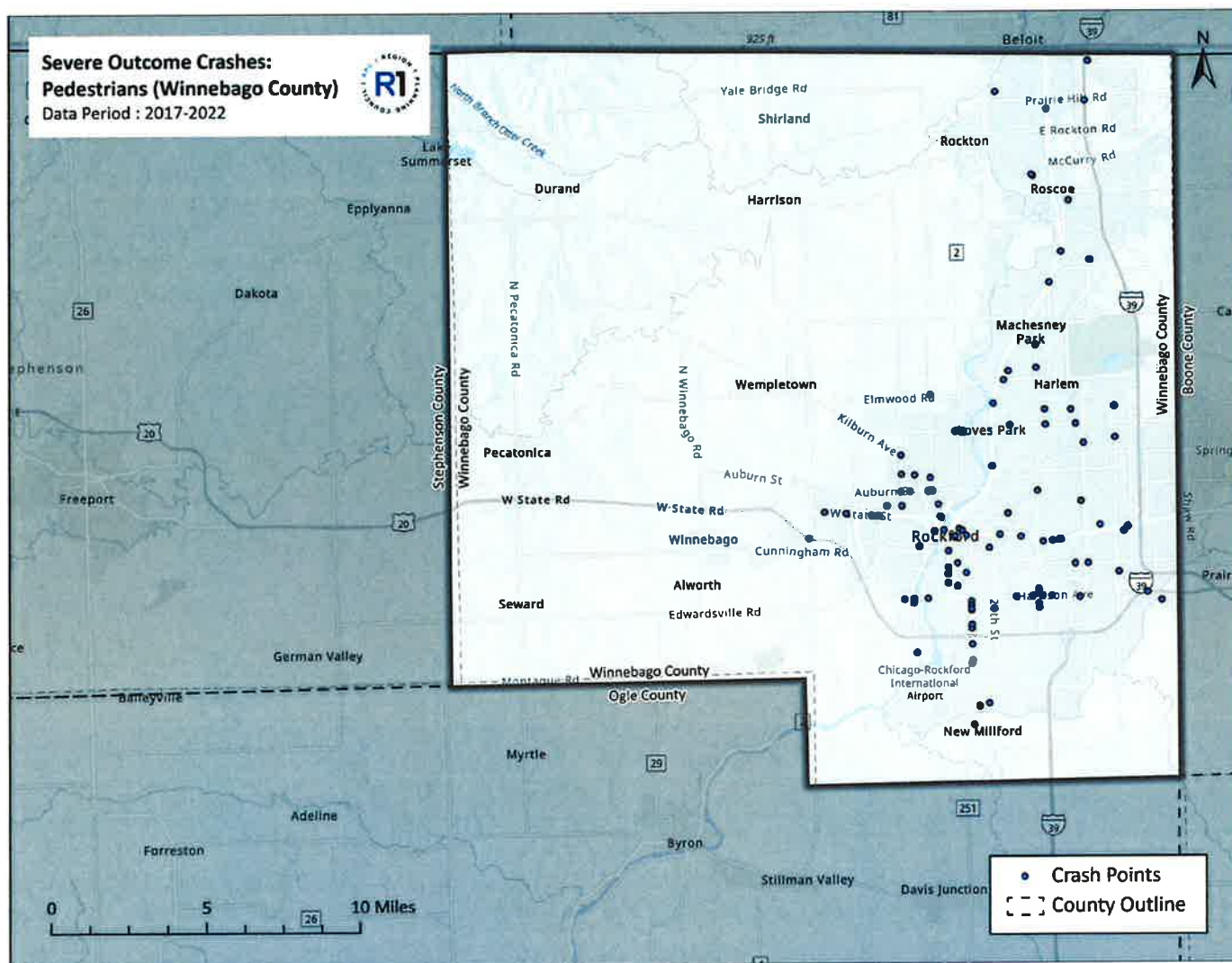
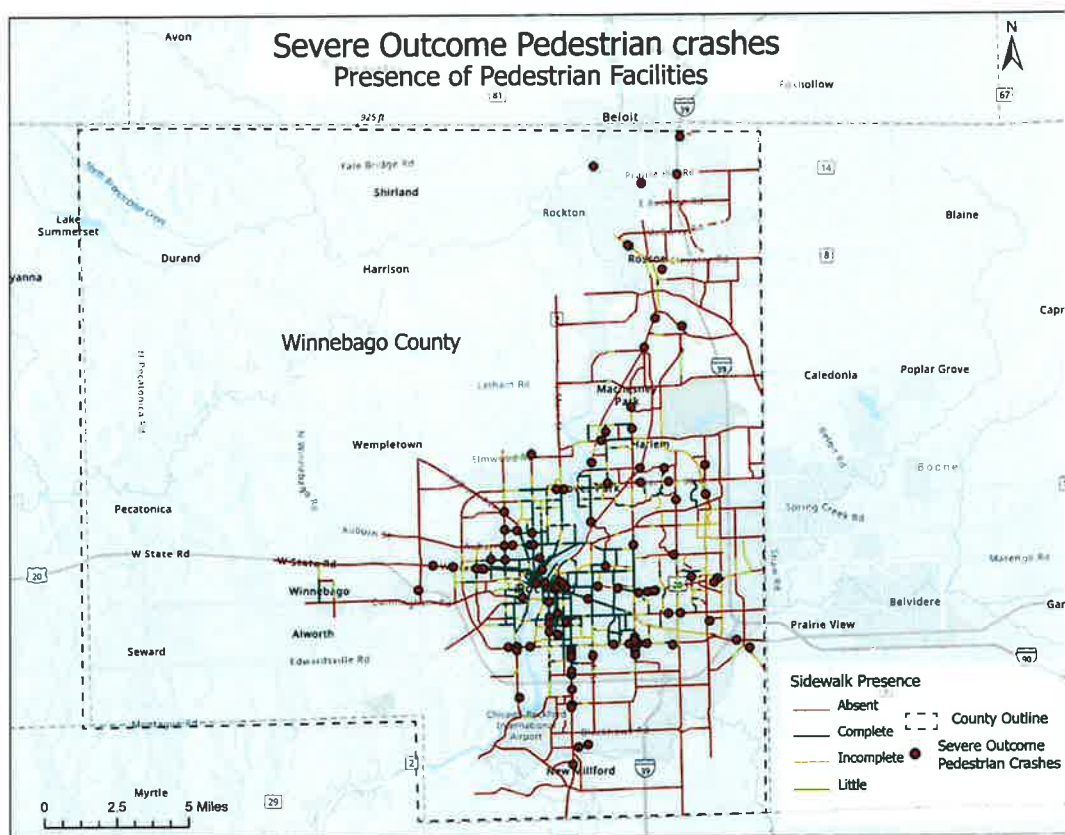


Figure 5-8: Severe Outcome Pedestrian Crashes: Presence of Pedestrian Facilities



Bicyclists

Bicyclists are vulnerable roadway users; a bicycle offers no protection to its rider when impacted by a motor vehicle. While some parts of the United States provide bicyclists with their own facilities, many do not, forcing bicyclists to ride in the roadway with larger motor vehicles. When crashes between a bicycle and motor vehicle do occur, there is a high risk of fatality or serious injury due to the size and weight discrepancy between the two vehicle types. Like pedestrian crashes, bicycle crashes resulting in fatality have steadily increased over the last decade. There were 623 bicyclist fatalities in the United States in 2010; this figure increased to 966 in 2021^{xlv}.

The FHWA defines a bicycle crash as any event where a bicyclist hits the ground, a motor vehicle, or any other solid object in a way that can result in bodily harm or property damage^{xlvi}. The increase in bicycle crashes in the United States has coincided with an increase in the number of people riding bicycles; in 2020 bicycle use grew by 4 percent^{xlvii}. An increased emphasis has been placed on bicycle safety as a result of the increase in the modes use. Many safety practitioners support the theory that an increase in the volume of bicyclists will improve their safety. Developing infrastructure to support the use of bicycles in unison with strategies to improve road users' behaviors can help to address the safety concerns associated with the bicycling mode.

The National Highway Traffic Safety Administration has determined that the elimination of conflicts with motor vehicles is the most effective way of protecting bicyclists. Bicycle facilities, such as protected bicycle lanes and shared use paths and trails, accomplish this goal by separating bicyclists from the vehicle right-of-way (ROW). Reducing the number of vehicle-bicycle conflict points mitigates the risks imposed on bicyclists by vehicle movements and driver behavior. The risks for bicyclists are greatest in urban areas where the concentration of moving and parked vehicles, intersections, and driveways is highest.

Fatal bicycle crashes are most likely to occur when a vehicle attempts to overtake a bicyclist on a roadway. These movements are made even more dangerous when the driver is distracted. A 2018 study conducted in Michigan revealed that in one of every thirteen overtaking events, the motorist is actively using a cellular device^{xlviii}. Given the extreme vulnerabilities a bicyclist has, these distracted motorists can often cause fatal outcomes for bicyclists. Impairment is also strongly correlated with bicyclist crashes, as 34 percent of all fatal bicycle crashes in 2020 involved alcohol consumption by either the motorist

or the bicyclist. Speed is another significant factor in bicycle crashes. Similarly to pedestrian crashes, higher vehicle speeds at impact are associated with a higher likelihood of a fatal or serious injury outcome for the bicyclist.

There is an opportunity to address bicyclist safety in Winnebago County. According to IDOT crash extracts, bicycle crashes account for approximately 2.5 percent of all serious outcome crashes in the county, and 2.9 percent of all fatal crash outcomes. This exceeds the national share of total traffic fatalities (2.2 percent) that bicyclists accounted for in 2021^{xlix}. Additionally, 14.8 percent of all bicycle crashes that occurred in Winnebago County between 2017 and 2022 resulted in a severe outcome. To support the use of this vulnerable mode of travel, countermeasures must be deployed in locations across the county. Many of the locations of serious outcome bike crashes are in traditionally disadvantaged areas where vehicle ownership rates are lower; 14 of the 27 serious outcome bicycle crashes during the study took place in an area of persistent poverty.

The presence of bicycle facilities, such as bicycle lanes and off street paths, also plays a role in the occurrence of severe outcome bicycle crashes in the county. Twenty of the 27 severe outcome bicycle crashes that took place in the county occurred at locations that did not have either on-street bicycle facilities or an off-street path. As described above, separating bicycles from vehicles, reducing conflict points, and increasing the visibility of bicyclists is strongly correlated with lower rates of severe outcome bicycle crashes. Developing the county's bicycle infrastructure should result in a reduction in severe outcome bicycle crashes.

Table 5-6: Severe Outcome Bicyclist Crashes (2017-2022)

Emphasis Area	Number of A	Percent of A	Number of K	Percent of K	Number of KA	Percent of KA
Bicyclist	22	2.40%	5	2.90%	27	2.48%

Figure 5-9: Severe Outcome Bicyclist Crash Locations (2017-2022)

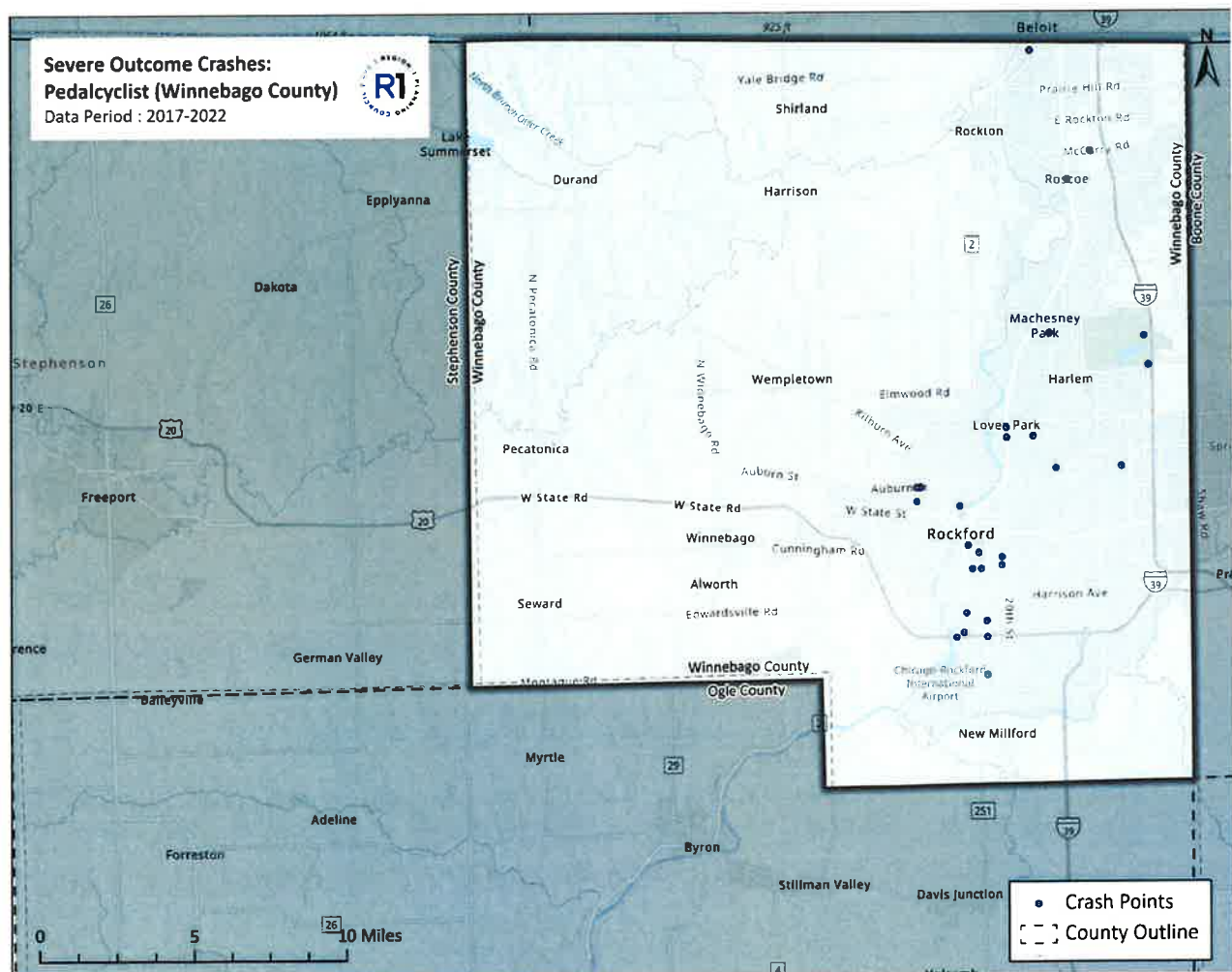
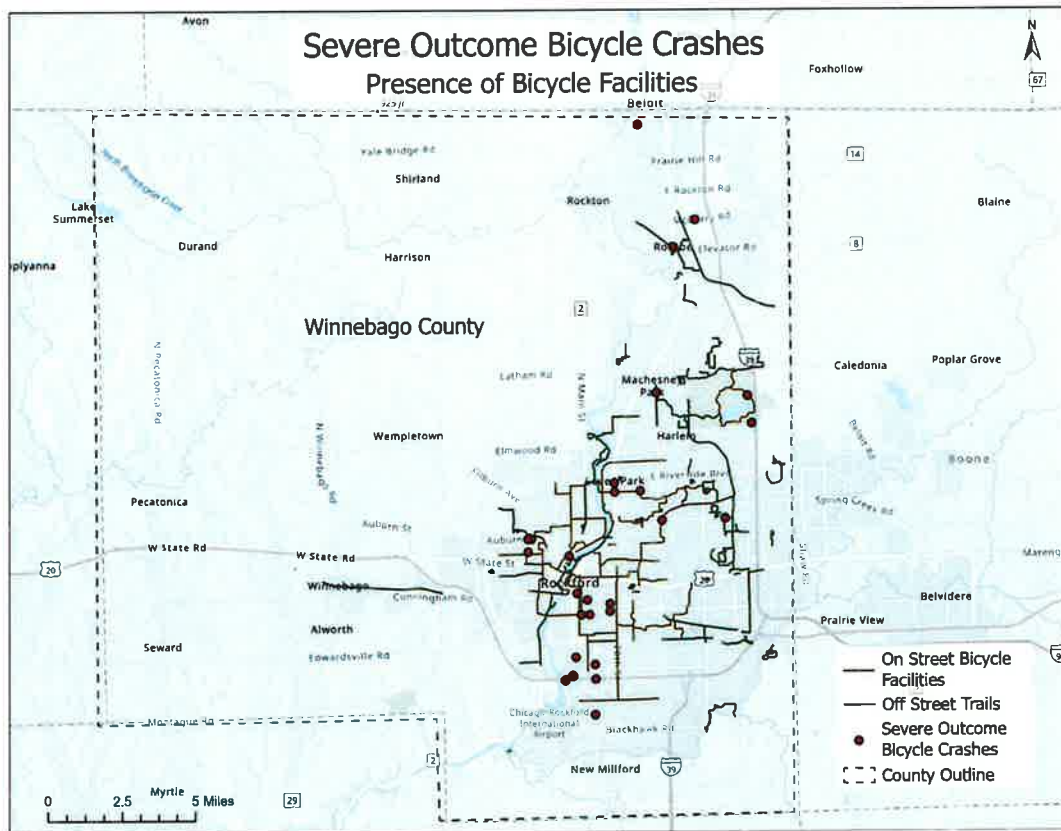


Figure 5-10: Severe Outcome Bicycle Crashes: Presence of Bicycle Facilities



Younger & Older Drivers

Younger and older drivers are often overrepresented in crash statistics when compared to other age groups in between. Driving behaviors among these groups differ but can pose similar risks to themselves and the transportation network. Age ranges for younger drivers vary slightly, but

persons aged 15 to 20 years old is the most commonly agreed-upon definition. Older drivers are typically defined as any individual over the age of 65.

Crash risks for younger drivers are typically due to a lack of driver experience and knowledge, as well as the increased propensity for risky behavior associated with normal adolescent developmentⁱ. Additionally, research on adolescent development shows that the parts of the brain responsible for decision-making and judgment continue to develop beyond adolescenceⁱⁱ. In 2021, over 2,000 drivers aged 15- to 20-years-old were killed in motor vehicle crashes in the United Statesⁱⁱⁱ. A lack of experience combined with distractions such as cell phones or other passengers increases the vulnerability of younger drivers getting on the roadway. While they pose an increased risk for all drivers, other factors such as driving at night, under the influence of alcohol or drugs, or without a seatbelt can be especially dangerous for younger drivers. A study conducted by the Centers for Disease Control (CDC) in 2019 showed that 7.8% of younger drivers in the United States self-reported instances of driving while alcohol-impairedⁱⁱⁱⁱ.

Older drivers continue to be more abundant on U.S. roadways than ever, especially as the median age continues to rise. In 2021, more than 20% of licensed drivers in the U.S. were over the age of 65^{lv}. Although age is not a direct determinant of driving ability, changes to individuals' physical and mental abilities occur as they age; these changes, or the failure to adjust to them, can increase the risk of a crash. Without adequate and diverse mode options for older individuals, driving continues to be a necessity for daily lifestyle habits.

In 2021, there were 8,209 traffic fatalities involving an older driver nationwide^{lv}. Certain driving behaviors among older drivers have been observed to be safer compared to other groups, such as higher seat belt use, less impaired driving, and often choosing safer times of the day to drive. However, many older drivers are required to take medicine that could lead to drowsiness or affect driving in other ways. In fact, over 90% of older drivers in the United States take prescription medications^{lvi}.

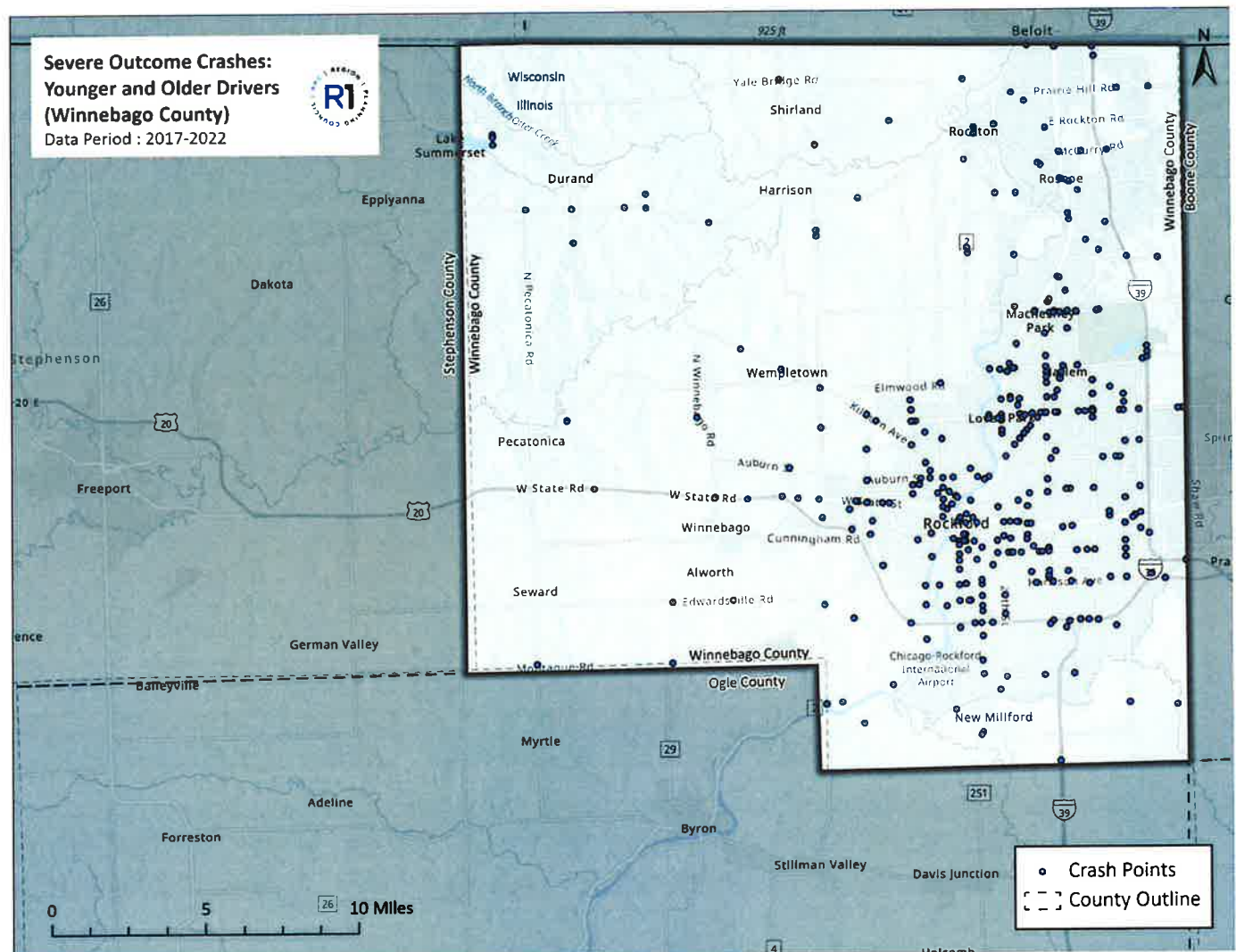
Lastly, older drivers are less likely to drive aggressively or speed. However, they may exhibit other risky behaviors, such as driving more slowly than prevailing traffic or failing to detect or accurately judge the speed of an oncoming vehicle while making an unprotected left turn^{lvii}.

Crash and person extracts provided by IDOT were analyzed to determine the following Winnebago County statistics specific to this emphasis area. Older (65+ years) and younger drivers (15-20 years) together account for over a third (37.5 percent) of all severe outcome crashes that took place in Winnebago County between 2017 and 2022. Thirty-eight percent of all A-injury crashes involved a younger or older driver, while 32.7 percent of fatal crashes involved a driver from one of these age cohorts. These age cohorts account for 69,816 people in Winnebago County, or 24.5 percent of the county's total population in 2022^{lviii}. During the study period, 263 drivers over the age of 65 were involved in 246 severe outcome crashes. At the other end of the age spectrum, 160 drivers under the age of 20 were involved in 153 severe outcome crashes. Encouragingly, just 2.3 percent of the 18,068 crashes in Winnebago County that involved a younger or older driver resulted in a severe outcome.

Table 5-7: Severe Outcome Younger & Older Drivers Crashes

Emphasis Area	Number of A	Percent of A	Number of K	Percent of K	Number of KA	Percent of KA
Younger and Older Drivers	352	38.40%	56	32.70%	408	37.53%

Figure 5-11: Severe Outcome Younger & Older Drivers Crash Locations





Motorcycles

Travel by motorcycle carries greater risks than many other modes of transportation. Operating a motorcycle requires more physical skill and strength than driving a passenger vehicle, and motorcycles lack a protective structure, offering virtually no protection in a crash. Additionally, their smaller size compared to most motor vehicles makes them less visible to drivers and more vulnerable in collisions with larger, heavier vehicles. Many environmental factors can also impact motorcycle safety. Slippery roadway surfaces and markings, surface irregularities and debris, unpaved shoulders, and unforgiving roadway barriers can all pose significant dangers. Motorcycling gained popularity in the early 2000s, with increases in both motorcycle registrations and vehicle miles traveled (VMT) during that period. Since 2011, both registrations and VMT have remained relatively stable^{lx}.

While motorcycles are often grouped into a single category, there is significant diversity in the types being purchased and ridden. In 2018, most registrations were for cruiser (3.5 million) and touring bikes (1.8 million), whereas supersport motorcycle registrations were much lower at around 600,000. Although motorcycle ownership and miles traveled have steadily increased since about 1998, there has been a shift in the age of motorcyclists fatally injured. In 2019, motorcyclists under age 30 accounted for 28 percent of fatalities, while those 50 and older accounted for 37 percent^{lx}.

Despite representing only 3.5 percent of registered vehicles, motorcyclists comprised 14 percent of all motor vehicle traffic fatalities in 2021. Furthermore, motorcyclists were nearly 24 times more likely to die in traffic crashes per VMT than passenger car occupants. In 2021, there were 30.68 motorcyclist fatalities per 100 million VMT, compared to 1.22 passenger car occupant fatalities per 100 million VMT. In 2021, approximately 38 percent of motorcyclist fatalities occurred in single-vehicle crashes^{lxi}. Ninety-two percent of those killed were males, and passengers made up 5 percent of motorcycle fatalities^{lxii}.

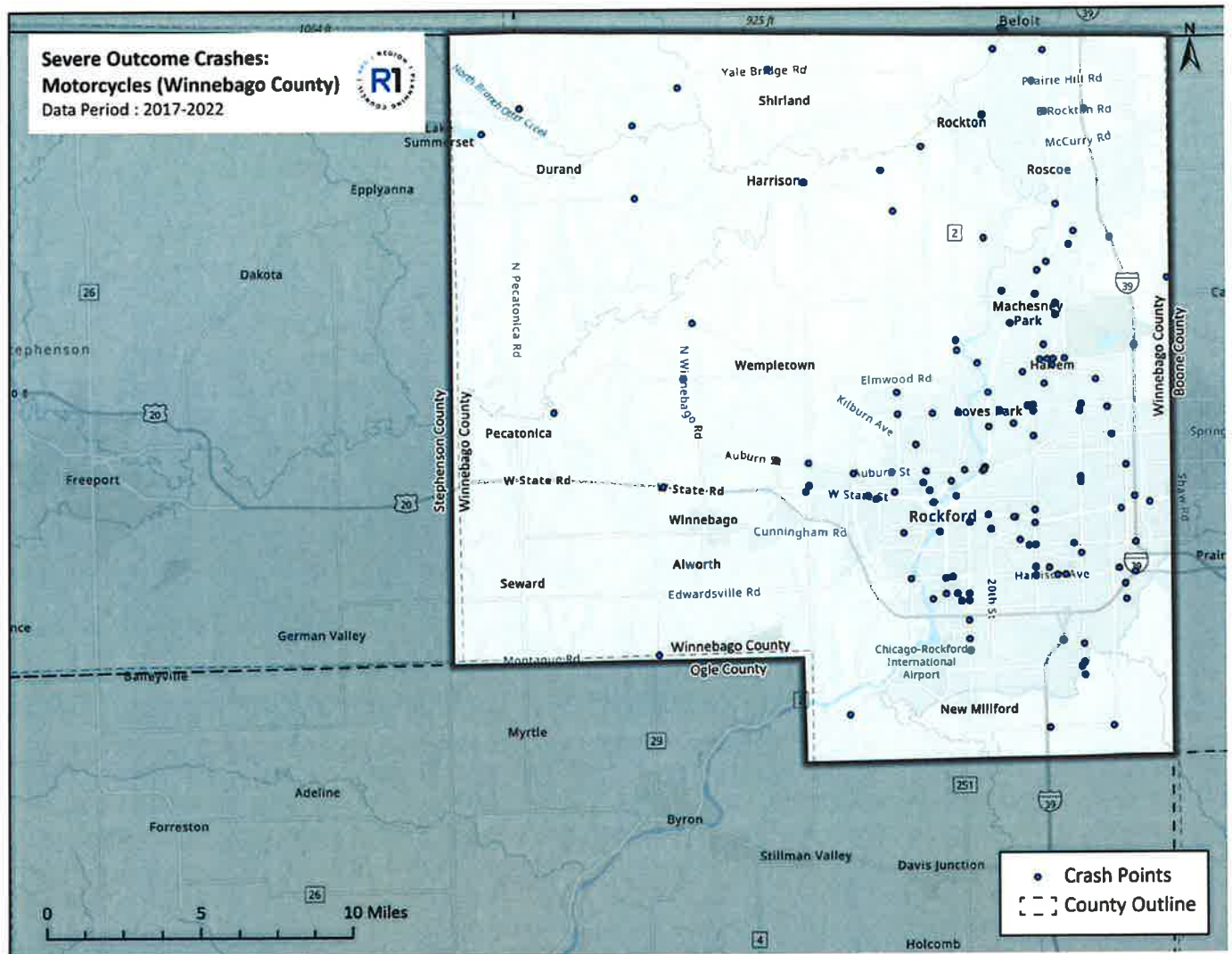
In 2022, 7,238 motorcycles were registered in Winnebago County; this represents 2.8 percent of all registered vehicles^{lxiii}. Despite only representing 2.8 percent of all registered vehicles in the county, at least one motorcycle was involved in 12.8 percent of all serious outcome crashes in the county. This is marginally smaller than the share of total fatal crashes in the United States that involve a motorcycle (14 percent). For every 100 motorcycles registered in Winnebago County in 2022, 1.9 motorcycles were involved in a serious outcome crash during the study period. More than one out of every four motorcycle crashes in Winnebago County resulted in a serious injury or fatality. At least 23 of the 139 motorcycles involved in a severe outcome crash during the study period were speeding at the time of the crash. The data points described above were determined by analyzing IDOT crash and vehicle extracts.

An additional factor contributing to severe outcome motorcycle crashes in Winnebago County is helmet use. Helmets, as well as other protective gear, can reduce the risk of serious injury and fatality when motorcycle crashes do occur. However, Illinois law does not require the use of a helmet when operating a motorcycle. A 2017 study conducted by IDOT indicated that just 44.6 percent of riders in the state wear helmets^{lxiv}.

Table 5-8: Severe Outcome Motorcycle Crashes (2017-2022)

Emphasis Area	Number of A	Percent of A	Number of K	Percent of K	Number of KA	Percent of KA
Motorcycles	117	12.80%	22	12.90%	139	12.79%

Figure 5-12: Severe Outcome Motorcycle Crash Locations



Heavy Vehicles

Heavy vehicles pose a safety risk to lighter vehicles and vulnerable roadway users, as their weight means they exert more force upon impact. The weight of a heavy vehicle provides safety benefits to its occupants but increases the risks for other roadway users. When a vehicle is involved in a crash with a vehicle that is 1,000 pounds heavier, there is a 40 to 50 percent increase in fatality risk for the lighter vehicle's occupants^{lxv} when compared to a crash involving a vehicle of the same weight. In 2021, there were 5,788 fatalities resulting from crashes involving trucks weighing 10,000 pounds or more in the United States^{lxvi}. This figure represents a 17 percent increase from 2020. Nationwide, the involvement rate per 100 million large-truck miles is up 24 percent since 2012^{lxvii}. Six percent of all vehicles involved in fatal crashes in 2022 were large trucks^{lxviii}.

Heavy vehicles are defined as buses with a capacity for up to 15 passengers, busses with a capacity for 15 passengers or more, single-unit trucks, tractors with or without a semi-trailer, and farm equipment. These vehicles play important roles in the transportation system, transporting large amounts of people and goods but their weight makes them a danger to lighter vehicles and vulnerable roadway users. Heavy vehicles typically have limited sight lines and can struggle to stop or maneuver quickly due to their weight. Developing an understanding between heavy vehicle operators and other roadway users of how heavy vehicles behave on the roadway can help all roadway users to safely coexist. Additionally, these risks can also be mitigated through infrastructure enhancements.

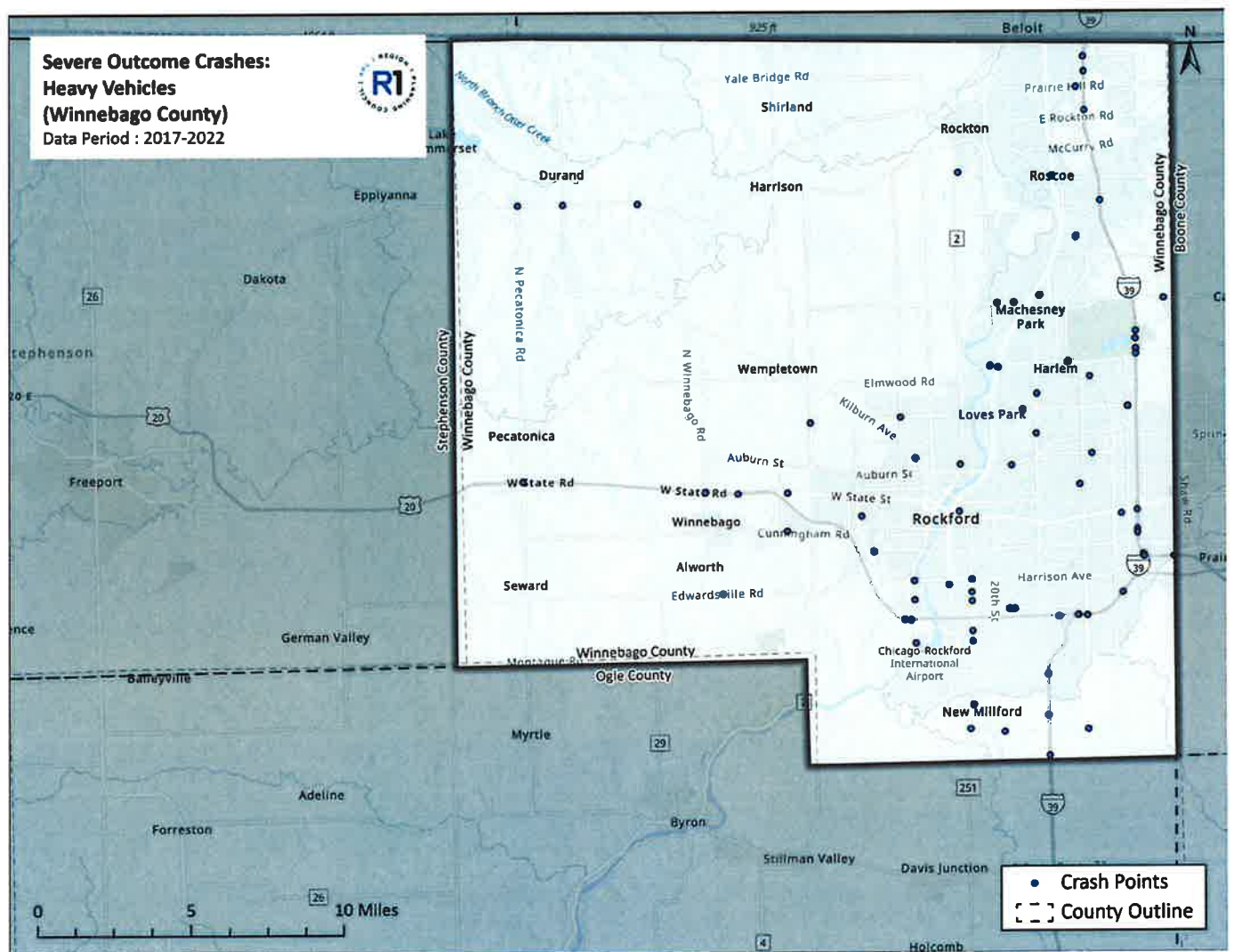
During the six-year study period, 7.45 percent of severe outcome crashes in Winnebago County involved a heavy vehicle, as determined through an analysis of IDOT crash and vehicle extracts. More significantly, over 10.5 percent of fatal outcome crashes involved at least one heavy vehicle, roughly in line with the national share in 2021. Approximately one of every twenty crashes in which a heavy vehicle was involved in Winnebago County resulted in a severe outcome. Tractors with semi-trailers were the heavy vehicle type most commonly involved in severe outcome crashes in Winnebago County; 2.2 percent of all severe outcome crashes involved a vehicle of this type.

On rural roadways, large farm equipment can often be observed traveling well below the prevailing speed. Drivers traveling behind farm equipment may elect to perform a passing maneuver, placing them at risk of a head-on collision or roadway departure. In Winnebago County, farm equipment was involved in one serious injury crash during the study period.

Table 5-9: Severe Outcome Heavy Vehicles Crashes (2017-2022)

Emphasis Area	Number of A	Percent of A	Number of K	Percent of K	Number of KA	Percent of KA
Heavy Vehicles	63	6.90%	18	10.50%	81	7.45%

Figure 5-13: Severe Outcome Heavy Vehicle Crash Locations





Intersections

Despite the small percentage of roadway occupied by intersections, factors such as the crossing of traffic, fluctuations in speed, changes in direction, and the presence of pedestrians can make intersections particularly hazardous to traverse for all users. Intersections are natural areas of conflict for vehicles, as they involve the passing of vehicles traveling in opposing directions. Traffic control devices seek to mitigate the heightened risk of intersections by directing vehicles through at different intervals. However, drivers can still misinterpret or ignore the instructions relayed to them by traffic control devices, putting themselves and other drivers at a heightened risk of collision. In 2021, there were approximately 11,800 traffic fatalities involving an intersection nationwide^{lxx}. Intersections can be categorized as signalized and non-signalized.

Signalized intersections are designed to move higher levels of traffic in efficient intervals. Across the entire United States, approximately one-third of all intersection fatalities occur at signalized intersections. In 2021 alone, there were over 4,000 traffic fatalities involving a signalized intersection nationwide^{lxx}. Red-light running is a risky driving behavior that is the main cause of many traffic fatalities at signalized intersections. In 2021, there were over 1,200 traffic fatalities nationwide that were the result of red-light running^{lxxi}.

Non-signalized intersections are composed of stop sign-controlled, yield sign-controlled, and uncontrolled intersections. The number of stop or yield signs varies by intersection, with a minimum of one approach containing a sign, except in the case of uncontrolled intersections. Being the most common intersection type throughout the nation, crashes frequently occur at non-signalized intersections. There were over 7,700 traffic fatalities at non-signalized intersections nationwide in 2021^{lxxii}. Similarly to red-light running, when drivers disobey traffic signs at non-signalized intersections, the consequences can be severe.

Certain crash types are most common at both signalized and non-signalized intersections. These include angle, turning, and pedestrian crashes. Angle crashes involve a collision between two motor vehicles approaching a location, such as an intersection, at an angle to each other where the intent of both motor vehicles is to go straight (forward only)^{lxxiii}. Turning crashes involve at least one vehicle in the process of performing a turning maneuver. Pedestrian crashes occur when a vehicle's first contact point is with the pedestrian in the event of a crash. In 2021, there were about 1,800 pedestrian fatalities at signalized and non-signalized intersections^{lxxiv}.

To assess intersection crashes in Winnebago County, IDOT crash extracts were analyzed. During the six-year study period, 513 serious outcome crashes in Winnebago County took place at intersections. This represents 47 percent of all serious outcome crashes in the county, less than the national intersection share of total severe outcome crashes, which exceeds 50 percent^{lxxv}. Angle and turning crash types were the most commonly occurring intersection crash types in Winnebago County; 337 of the 513 severe outcome crashes were either an angle or turning crash. Due to the frequency at which crashes occur at intersections, just 2.7 percent of Winnebago County crashes taking place at intersections resulted in a severe outcome. Additional data about traffic control devices present at intersections can be found in [Part 4: Data Analysis & Summary](#).

The most common primary cause of severe outcome intersection crashes in the county was "failing to yield right of way." One hundred seventy-one severe outcome crashes were attributed to this cause. An additional 80 crashes were determined to have been primarily caused by "disregarding traffic signals" and "failing to reduce speed to avoid crash," respectively. These causes indicate that red light running and failing to stop or properly yield at stop signs are significant contributing factors to severe outcome intersection crashes in Winnebago County. Concerns about red light running were supported by the public engagement process of this plan, as 30 separate comments identified red light running as a concern. As a whole, intersections were identified as a safety concern at 46 percent of submitted locations of concern.

Table 5-10: Severe Outcome Intersection Crashes (2017-2022)

Emphasis Area	Number of A	Percent of A	Number of K	Percent of K	Number of KA	Percent of KA
Intersections	457	49.90%	56	32.70%	513	47.19%

Figure 5-14: Severe Outcome Intersection Crashes: Signalization

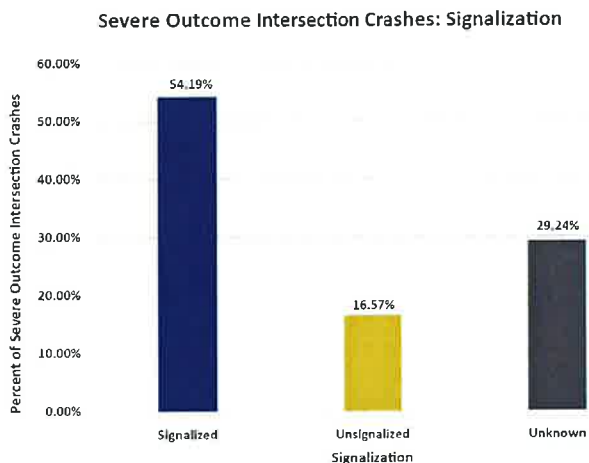


Figure 5-15: Urban vs Rural: Severe Outcome Intersection Crashes

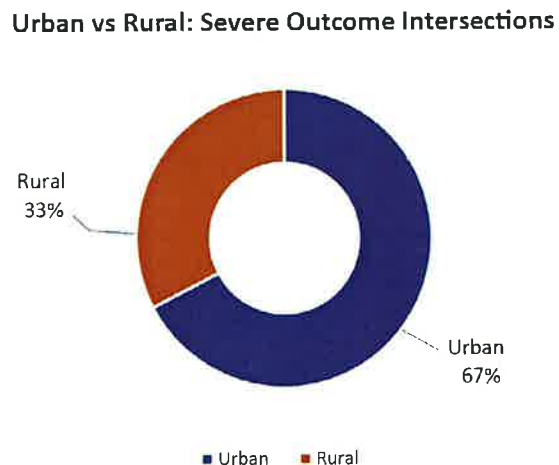
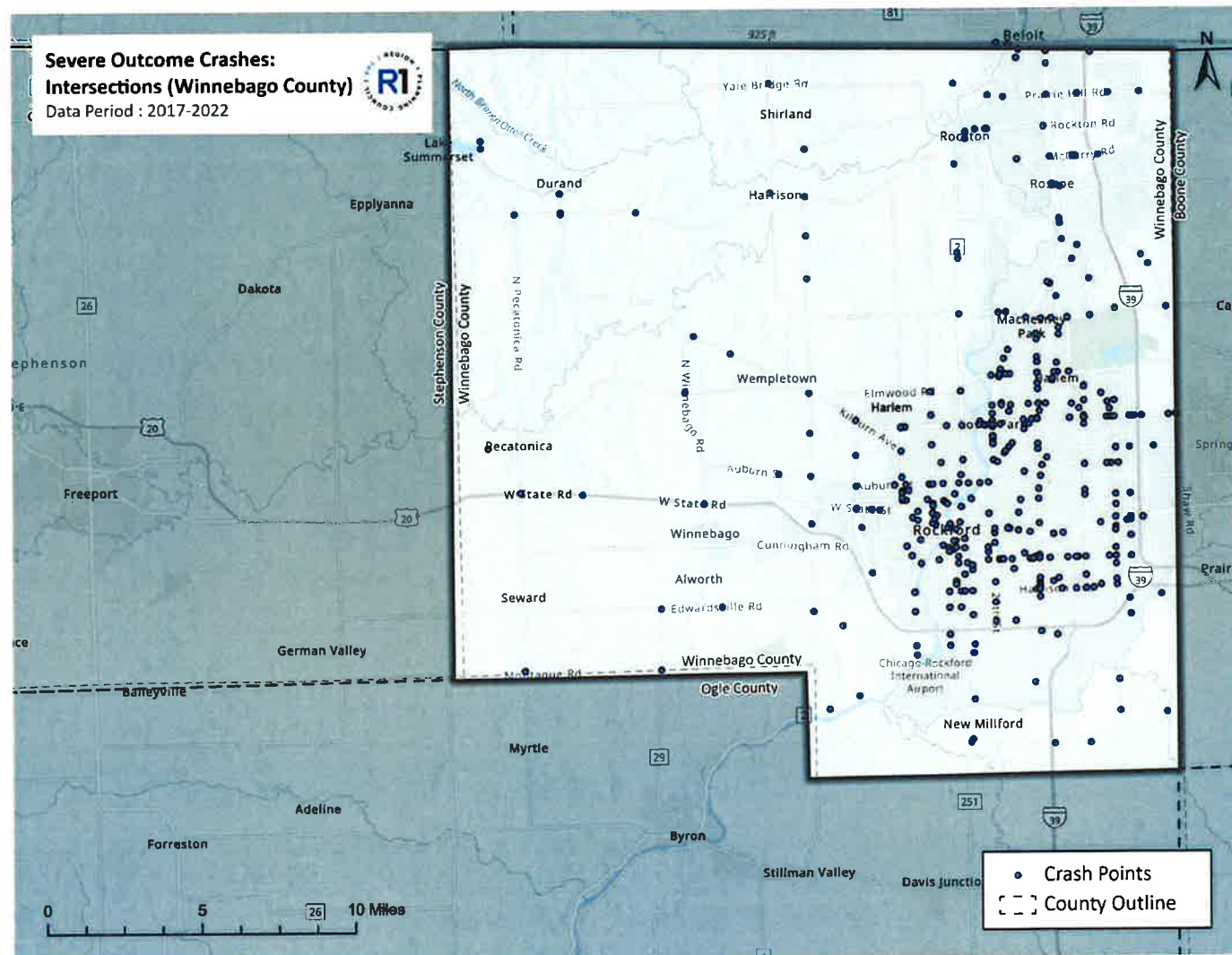


Figure 5-16: Severe Outcome Intersection Crash Location (2017-2022)



Protection Zone

Protection Zones

This plan uses the term “Protection Zones” to refer to special traffic areas, such as work zones and school zones. These special zones require their own traffic rules and regulations on the road to protect individuals that may be present in those areas. Protection zones are designated to reduce severe outcome conflicts between vehicles and pedestrians. These zones commonly have a higher volume of vulnerable road users such as children on their way to and from school or road crews working closely to traffic.

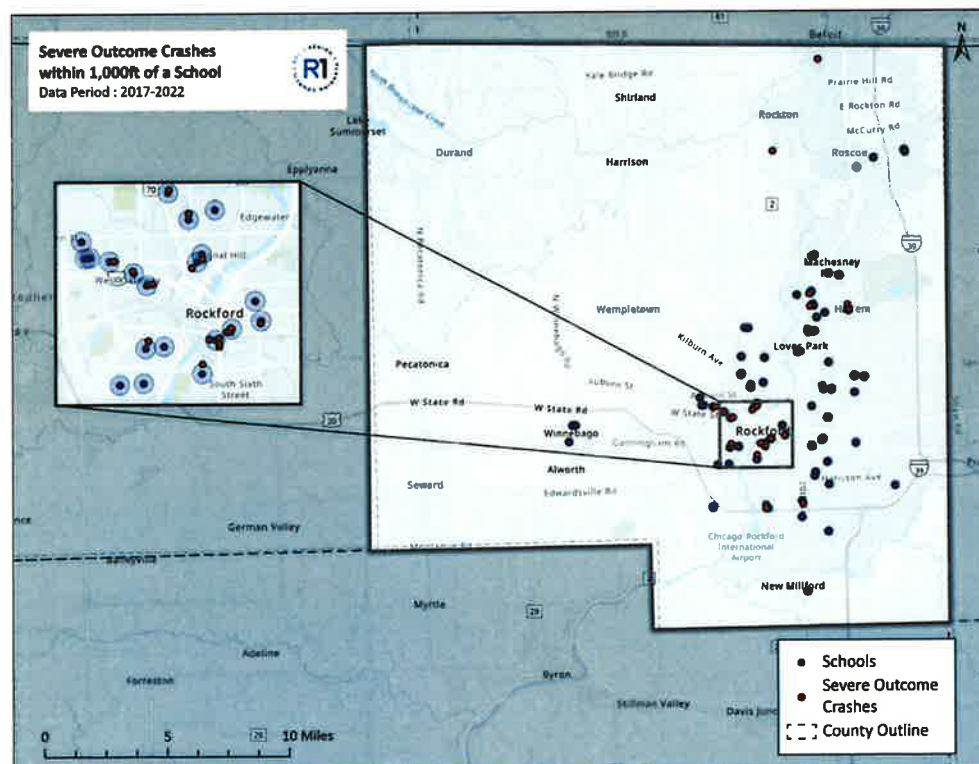
School Zones are defined by the State of Illinois as any public right-of-way situated immediately adjacent to school property, including but not limited to any stretch of highway within 100 feet of an entrance to school property^{lxvii}. School Zones in Illinois enforce a 20-mile-per-hour speed limit and use increased signage among other devices, especially around crossings within a School Zone^{lxviii}. These mitigation efforts are aimed at protecting young pedestrians from vehicles, particularly by alerting drivers to possible pedestrians near the road within the School Zone.

Work zones are characterized by changes in traffic patterns, narrowed rights-of-way, construction workers, and construction vehicles, according to FHWA^{lxviii}. Work zones attempt to separate traffic from active construction work and equipment to ensure a safe environment for travelers and those working on the road. Work zones can cause higher congestion and increased driver frustration that leads to potential conflicts in narrow areas where road work may be ongoing. The implementation of signage and a reduction in speed can alert drivers to workers who may be on the road during construction periods. In 2022, there were 6,862 total crashes and 37 total fatalities within Illinois work zones as reported by the Illinois Department of Transportation^{lxix}.

Specific data related to officially designated work and school zones within Winnebago County could not be obtained during this plan’s development process. However, the characteristics of work and school zones provide opportunities for safety improvements to be made. The dangers imposed upon vulnerable roadway users and workers within school and work zones were highlighted by the plan’s steering committee, necessitating the inclusion of protection zones as a safety emphasis area.

Additionally, all severe outcome crashes were analyzed to determine if they occurred within 1,000 feet of any Winnebago County school. Approximately 3.8 percent of all severe outcome crashes in the study period occurred within 1,000 feet of a school. Figure 5-17 shows these crashes and their proximity to nearby schools. While this does not indicate that 3.8 percent of severe outcome crashes occurred within a designated school zone, it does highlight the need to address safety concerns at or near schools.

Figure 5-17: Severe Outcome Crashes within 1,000 Feet of a School





Lane/Roadway Departures

A roadway departure crash is defined by FHWA as any crash that occurs after a vehicle crosses an edge line or center line, or otherwise leaves the traveled way^{lxxx}. Roadway departure crash types include fixed object, front-to-front, sideswipe opposite direction, and overturned.

Roadway departures carry a significant risk of a severe outcome; vehicles leaving the traveled way can strike a fixed object, such as a utility pole, or an oncoming vehicle. Fixed object crashes are not forgiving, as often the object does not move. This leads to all kinetic energy being expended immediately upon the vehicle. Rollover crashes were the most common rural roadway departure crash type between 2014 and 2016, accounting for 30 percent of all rural roadway departure crashes^{lxxxi}. Nationwide crash statistics show the link between roadway departure crashes and serious outcomes; between 2016 and 2018, an average of 19,158 fatalities resulted from roadway departures each year. This figure represents 51 percent of all traffic fatalities in the United States^{lxxxii}.

Roadway departure crashes most commonly occur on rural roadways. Many factors contribute to this fact, including higher average speeds, hills and curves, minimal lighting, and steeper embankments^{lxxxiii}. Driver error, such as speeding or impaired driving, is typically a factor in rural roadway departure crashes. In 2018, 26 percent of all rural traffic fatalities in the United States were classified as speeding-related^{lxxxiv}. Roadway and environmental conditions also play a significant role. Light conditions have the most impact; 45 percent of nationwide rural traffic fatalities in 2018 took place between six p.m. and six a.m., despite lower traffic volumes during these hours^{lxxxv}. Other environmental conditions, such as rainfall and animals, can cause vehicles to depart from the traveled way.

A fundamental challenge facing traffic safety practitioners seeking to address rural roadway departure crashes is the randomness of roadway departure crash locations. Locations change from year to year, but the crashes stem from the same causes. A systemic approach must be taken to address rural roadway departure crashes as a result of this fact. Roadways with high-risk features must be identified and countermeasures must then be applied to them systemically.

Roadway departures accounted for more than three of every ten serious outcome crashes and more than a third of fatal outcome crashes that took place in Winnebago County during the study period, per IDOT crash extracts. Even though this statistic is lower than the national rate of 51 percent, roadway departures are still a significant area of concern within the county. Approximately 7 percent of the roadway departure crashes that did occur in the county during the study period resulted in a severe outcome. Roadway departures occur more frequently on rural roadways in Winnebago County; 61.9 percent of roadway departure crashes in Winnebago County occurred on rural roadways. Light conditions also appear to be a significant contributing factor in roadway departure crashes occurring in the county. One hundred forty-five of the 296 severe outcome crashes occurring during the study period took place under the cover of darkness. Seventy-six of these crashes also occurred on non-dry roadways.

Table 5-11: Severe Outcome Lane/Roadway Departure Crashes (2017-2022)

Emphasis Area	Number of A	Percent of A	Number of K	Percent of K	Number of KA	Percent of KA
Lane/Roadway Departures	273	29.80%	58	33.90%	331	30.45%

Figure 5-18: Urban vs Rural: Severe Outcome Roadway Departures

Urban vs Rural: Severe Outcome Roadway Departures

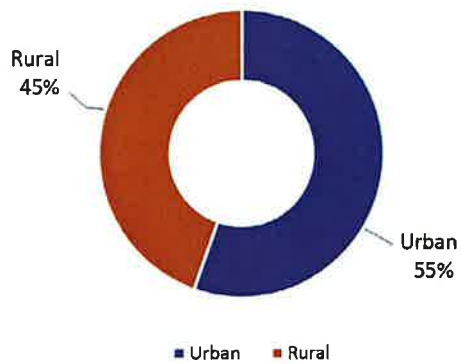
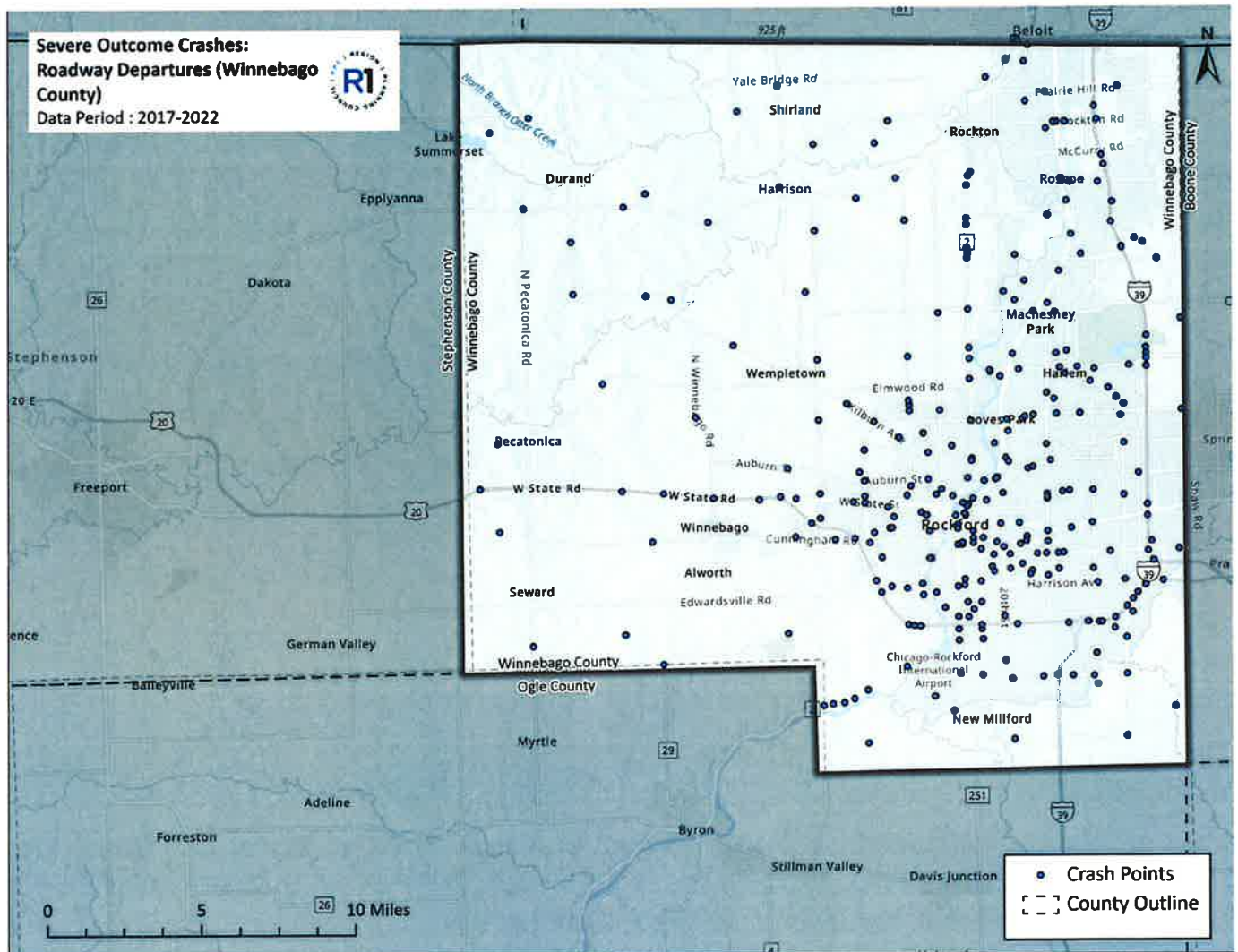


Figure 5-19: Severe Outcomes Lane/Roadway Departure Crash Location (2017-2022)





PART 6:

Strategies & Recommendations

A specific set of strategies and action items must be identified in order for Winnebago County to achieve Vision Zero. Based on conversations between traffic safety stakeholders in the county and the results of this plan's data analysis, which identified key contributing factors to severe outcome crashes as well as roadways with high rates of severe outcome crashes, 12 safety emphasis areas were identified. A thorough review of proven practices and countermeasures to address these specific concerns and further conversations with traffic safety stakeholders led to the identification of the safety strategies and recommendations below.

Under the structure of the safe system approach, this plan recommends multiple actions and projects to reduce severe outcome crashes related to each of the plan's 12 emphasis areas. The implementation of the following action items will bring Winnebago County closer to Vision Zero. While each emphasis area is associated with the safe system approach objective it most closely relates to, action items that relate to multiple objectives are indicated as such. Each action item is also accompanied by a list of potential partners, a description of the location or locations at which its implementation is recommended, and a timeframe for implementation. The timeframe lengths are defined as:

- **Short:** Zero to one year to implementation
- **Medium:** One to five years to implementation
- **Long:** Five or more years to implementation

The action items are presented in both narrative format and within a condensed action item matrix to allow for specific projects to be listed by name.

Within each emphasis area group of the action matrix, projects are listed in an order that reflects their priority. Location-specific projects that will take place on roadways included in the plans High Injury Network (HIN) are listed first, as they have the highest priority. When multiple projects included in the HIN are listed under an emphasis area, their classification within the network will determine the order of priority. Actions included in either the Federal Highway Administration's (FHWA) Proven Safety Countermeasures or the National Highway Traffic Safety Administration's (NHTSA) Countermeasures that Work guidebook make up the second priority group. Any action items that do not fall into either of these categories will be listed at the bottom of the matrix to indicate they have the lowest priority.

Objective #1. Safer Speeds

Encouraging safer speeds across all roadway environments by employing a combination of well-considered, context-sensitive roadway design with targeted education, outreach campaigns, and enforcement efforts will support a reduction in severe outcome crashes in Winnebago. This action plan and the safe system approach attempt to recognize the importance safe speeds play in providing a safe transportation network. Both exceeding posted speed limits and driving too fast for conditions are key factors in speeding-related crashes. A reduction in instances of speeding and aggressive driving will result in a reduction of severe outcome crashes, as less kinetic energy will be transferred between vehicles, roadway users, and other objects when crashes do occur.

Emphasis Area #1. Speeding & Aggressive Driving

The primary objective of this emphasis area is to reduce the severity of crashes by lowering average vehicle speeds. This can be accomplished through a combination of strategies, including enhanced law enforcement, public awareness campaigns, and improvements to roadway design that encourage safer driving behavior. Specific countermeasures aimed at addressing speeding and aggressive driving are outlined below.

Strategy Statement:

Reduce crash severity by lowering average vehicle speeds through enforcement, public awareness campaigns and roadway design.

Action Item #1: Right size roadways to match travel demand and reduce instances of speeding.

Safe System Approach Objective(s): Safer Speeds, Safer Roads

Potential Partner(s): Winnebago County Highway Department

Location(s): Forest Hills Road (Between Riverside Boulevard and Landstrom Road)

Action Item #2: Enhance law enforcements ability to detect and enforce speeding by implementing always on radar on law enforcement vehicles.

Safe System Approach Objective(s): Safer Speeds, Safer Behavior

Potential Partner(s): Winnebago County Sheriff's Office

Location(s): Countywide

Action Item #3: Deploy law enforcement vehicles and officers on mobile speed enforcement patrols.

Safe System Approach Objective(s): Safer Speeds

Potential Partner(s): Winnebago County Sheriff's Office, Local Law Enforcement

Location(s): Countywide

Action Item #4: Place speed trailers along roadways where prevailing speed exceeds posted speed to deter instances of speeding.

Safe System Approach Objective(s): Safer Speeds, Safer Behavior

Potential Partner(s): Winnebago County Highway Department, Winnebago County Sheriff's Office

Location(s): High Speeding Roadways, Countywide

Action Item #5: Develop data sharing agreements between law enforcement and highway and public works departments.

Safe System Approach Objective(s): Safer Speeds

Potential Partner(s): Winnebago County Highway Department, Winnebago County Sheriff's Office

Location(s): Countywide

Action Item #6: Utilize NHTSA resources to produce social media campaigns emphasizing the dangers of speeding and aggressive driving.

Safe System Approach Objective(s): Safer Speeds

Potential Partner(s): Winnebago County, Municipalities

Location(s): Countywide

Table 6-1: Safer Speeds Action Items- Emphasis Area #1

Project/Program/Policy	Agency	Time Frame
Forest Hills Road (Between Riverside Blvd and IL 251)	WCHD	Medium
Always On Radar	WCSO	Short
Mobile Speed Enforcement	WCSO	Short
Speed Trucks	WCHD, WCSO	Short
Communications & Outreach	Winnebago County, Municipalities	Short
Data Sharing Agreements	WCSO/WCHD	Short

Objective #2. Safer People

This objective of the safe system approach aims to promote safe, responsible driving and behavior among road users while fostering conditions that prioritize safe arrival at their destinations. Recommended actions under this objective will encourage safer behaviors by all road users, including everyday drivers, vulnerable roadway users, and commercial operators. While most individuals use the roadway system safely on a typical trip, errors, lapses in judgment, and riskier behaviors can still occur. The action items below attempt to instill positive behavior among roadway users as it relates to alcohol and drugs, distractions and drowsiness, and seat belt restraints while also addressing the impact factors such as age and cognitive functioning can have on traffic safety.

Emphasis Area #2. Impaired Driving

The goal of the actions under this emphasis area is to reduce instances of driving under the influence by increasing public awareness of the risks involved. This includes raising the perceived likelihood of arrest and highlighting the potential physical consequences, such as severe injury or death, for both the driver and other road users. Efforts in this area aim to change behaviors through a combination of enforcement, education, and public awareness campaigns that underscore the dangers of impaired driving. Specific countermeasures aimed at addressing impaired driving are outlined below.

Strategy Statement:

Discourage driving while under the influence by increasing the perceived risk of arrest as well as death and severe injury to themselves and other roadway users.

Action Item #1: Deploy publicized high visibility saturation patrols to deter impaired driving and enforce impaired driving laws.

Safe System Approach Objective(s): Safer Behavior

Potential Partner(s): Winnebago County Sheriff's Office, Local Law Enforcement

Location(s): Countywide

Action Item #2: Periodically establish publicized sobriety checkpoints to deter impaired driving and enforce impaired driving laws.

Safe System Approach Objective(s): Safer Behavior

Potential Partner(s): Winnebago County Sheriff's Office, Local Law Enforcement

Location(s): Countywide, Nightlife & Entertainment Districts

Action Item #3: Expand ride home campaigns currently offered on holidays to provide a safe and free ride home for impaired individuals.

Safe System Approach Objective(s): Safer Behavior

Potential Partner(s): Winnebago County Sheriff's Office, Local Law Enforcement

Location(s): Countywide

Action Item #4: Utilize NHTSA communications resources to produce outreach campaigns emphasizing the dangers and penalties associated with impaired driving.

Safe System Approach Objective(s): Safer Behavior

Potential Partner(s): Winnebago County, Municipalities

Location(s): Countywide

Action Item #5: Promote and support the use of alternative transportation modes, including ride-sharing, to reduce instances of impaired driving.

Safe System Approach Objective(s): Safer Behavior, Safer Roads

Potential Partner(s): Winnebago County, Municipalities, Winnebago County Highway Department

Location(s): Countywide

Table 6-2: Safer People Action Items- Emphasis Area #2

Project/Program/Policy	Agency	Time Frame
High Visibility Saturation Patrols	WCSO	Short
Publicized Sobriety Checkpoints	WCSO	Short
Ride Home Campaigns	Winnebago County	Short
Communications & Outreach	Winnebago County, Municipalities	Short
Alternative Transportation	Various Agencies	Short

Emphasis Area #3. Distracted & Drowsy Driving

The action items associated with the distracted and drowsy driving emphasis area will raise awareness of the serious dangers associated with driving while distracted or when cognitive function is impaired by fatigue. Reducing occurrences of distraction caused by a mobile device is central to the success of this objective. By enhancing the public's understanding of these risks, this effort aims to discourage distracted and drowsy driving behaviors. Actions such as targeted education campaigns, public outreach, and enforcement strategies are designed to highlight the life-threatening consequences of divided attention and driver fatigue and to change driver behavior.

Strategy Statement:

Enrich the perceived danger of driving while distracted, including by cell phones and while cognitive function is inhibited by fatigue.

Action Item #1: Publicized and targeted enforcement of cell phone use traffic laws.

Safe System Approach Objective(s): Safer Behavior

Potential Partner(s): Winnebago County Sheriff's Office, Local Law Enforcement

Location(s): Countywide

Action Item #2: Utilize NHTSA resources to produce outreach campaigns emphasizing the dangers of cell phone use while driving.

Safe System Approach Objective(s): Safer Behavior

Potential Partner(s): Winnebago County, Municipalities

Location(s): Countywide

Action Item #3: Encourage employers, in particular those employing commercial drivers, to develop and implement programs discouraging drowsy and distracted driving.

Safe System Approach Objective(s): Safer People

Potential Partner(s): Employers

Location(s): Countywide

Table 6-3: Safer People Action Items- Emphasis Area #3

Project/Program/Policy	Agency	Time Frame
High Visibility Cell Phone Enforcement	WCSO, Local Law Enforcement	Medium
Communications & Outreach	Winnebago County, Municipalities	Short
Employer Programs	Employers	Short

Emphasis Area #4. Unrestrained Occupants

The primary objective of the actions in this emphasis area is to increase rates of consistent use of seatbelts and child restraints every time someone enters a vehicle. This will be achieved in part through a robust public outreach campaign aimed at raising awareness of the lifesaving benefits of proper restraint use. The campaign will emphasize the importance of making seatbelt use a routine habit for all passengers while educating the public on the implications of failing to use seatbelts and child safety seats. The use of enforcement tactics will also support more consistent belt use in the county. Success in this emphasis area will lead to significant reductions in severe outcome crashes.

Strategy Statement:

Promote the use of seat belts and child restraints every time anyone enters the vehicle

Action Item #1: Publicized and targeted enforcement of belt use laws.

Safe System Approach Objective(s): Safer Behavior

Potential Partner(s): Winnebago County, Municipalities

Location(s): Countywide

Action Item #2: Develop and implement outreach strategies aimed at demographic groups with low seat belt use rates.

Safe System Approach Objective(s): Safer Behavior

Potential Partner(s): Winnebago County, Municipalities

Location(s): Countywide

Action Item #3: Support employer based programs urging or requiring belt use in commercial and personal vehicles.

Safe System Approach Objective(s): Safer Behavior

Potential Partner(s): Employers

Location(s): Countywide

Action Item #4: Designate law enforcement offices and/or fire stations as child restraint inspection stations.

Safe System Approach Objective(s): Safer Behavior, Safer People

Potential Partner(s): Winnebago County Sheriff's Office, Local Law Enforcement, Local Fire Districts

Location(s): Law enforcement offices and/or fire stations countywide

Action Item #5: Utilize NHTSA resources to produce outreach campaigns emphasizing the dangers of travelling in a vehicle while unrestrained.

Safe System Approach Objective(s): Safer Behavior

Potential Partner(s): Winnebago County, Municipalities

Location(s): Countywide

Table 6-4: Safer People Action Items- Emphasis Area #4

Project/Program/Policy	Agency	Time Frame
High Visibility Enforcement of Belt Use Laws	WCSO, Local Law Enforcement	Short
Outreach to Low Belt Use Groups	Various Agencies	Short
Employer Based Belt Use Programs	Various Agencies, Employers	Short
Child Restraint Inspection Stations	Local Law Enforcement, Fire Districts	Short
Communications & Outreach	Winnebago County, Municipalities	Short

Emphasis Area #5. Younger & Older Drivers

The goal of this emphasis area is to educate both younger and older drivers on the dangers of driving, and instill safe driving behaviors and habits to help them avoid involvement in crashes. This emphasis area aims to promote safe driving habits and increase awareness of traffic laws and regulations that impact these age groups. Educational initiatives will be designed to address the unique challenges and risks faced by younger, often inexperienced drivers prone to risky behaviors, and older drivers, who may face age-related changes in cognitive and physical abilities. Through targeted outreach and training, this emphasis area seeks to foster safer driving practices and reduce crash involvement among these populations. Specific countermeasures aimed at younger and older drivers are outlined below.

Strategy Statement:

Educate younger and older drivers on the relationship between individual behaviors and crashes, promote safe travel, and increase awareness of traffic laws.

Action Item #1: Offer and support access to voluntary or mandatory courses for older drivers to help them adjust their driving behaviors as they age.

Safe System Approach Objective(s): Safer People, Safer Behavior

Potential Partner(s): Winnebago County, Illinois Secretary of State

Location(s): Countywide

Action Item #2: Provide parents with access to programs that assist them in developing their child's safe driving habits, including NHTSA supported programs such as Checkpoints.

Safe System Approach Objective(s): Safer People, Safer Behavior

Potential Partner(s): School districts, Winnebago County

Location(s): Countywide

Action Item #3: Conduct programs in schools that alert new drivers of dangers of driving and enhance hazard perception skills.

Safe System Approach Objective(s): Safer People, Safer Behavior

Potential Partner(s): ROE3, RPS205, WCUSD 323, DCUSD 322, HSD 122, HCHSD 207, KCCSD 131, PCUSD 321, PHCCSD 133, RSD 140, SCCSD 134

Location(s): School districts countywide

Action Item #4: Improve driver education programs by emphasizing rules of the road and knowledge of roadways.

Safe System Approach Objective(s): Safer People

Potential Partner(s): School districts countywide, private driver education providers, Illinois Secretary of State

Location(s): Countywide

Table 6-5: Safer People Action Items- Emphasis Area #5

Project/Program/Policy	Agency	Time Frame
Older Driver Reeducation Programs	Winnebago County, Illinois Secretary of State	Medium
Programs to Assist Parents/Guardians of Young Drivers	Various Agencies	Short
In-School Traffic Safety Awareness Programs	ROE3, RPS205, WCUSD 323, DCUSD 322, HSD 122, HCHSD 207, KCCSD 131, PCUSD 321, PHCCSD 133, RSD 140, SCCSD 134	Short
Enhance Driver Education Programs	Various Agencies	Medium

Objective #3. Safer Vehicles

This objective of the safe system approach is aimed at expanding the availability of vehicle technologies and systems designed to prevent crashes and reduce the severity of their impact on both occupants and non-occupants. The next generation of vehicles will increasingly incorporate advanced technologies that can not only prevent certain types of crashes but also minimize harm to pedestrians, cyclists, and others outside the vehicle. Within the context of this plan, the emphasis areas and action items assigned to this emphasis area are focused on addressing the unique safety concerns around three common vehicle types: bicycles, heavy vehicles, and motorcycles. These vehicle types are either at increased risk or place other roadway users at an increased risk of being involved in a severe outcome crash, necessitating the inclusion of the action items listed below.

Emphasis Area #6. Bicyclists

The primary goal of this emphasis area is the implementation of dedicated bicycle infrastructure that separates bicyclists from motor vehicles whenever possible, thereby reducing the risk of collisions. In situations where full separation is not feasible, efforts will focus on increasing the visibility of bicyclists in shared roadway environments. This may include the addition of bike lanes, protected intersections, enhanced signage, and improved lighting. Public education campaigns and driver awareness initiatives will complement these infrastructure improvements, fostering safer interactions between cyclists and motorists. These action items will support bicycling throughout the county and will protect the safety of both vulnerable roadway users and vulnerable communities.

Strategy Statement:

Implement bicycle infrastructure to further separate bicyclists from vehicles when possible and increase visibility in shared roadways conditions.

Action Item #1: Construct shared use paths to support a safe countywide bicycle network.

Safe System Approach Objective(s): Safer Vehicles, Safer People

Potential Partner(s): Winnebago County Highway Department, City of Loves Park, City of Rockford, Illinois Department of Natural Resources, City of South Beloit, Illinois Department of Transportation, Village of Cherry Valley, Village of Machesney Park, Village of Roscoe, Village of Rockton, Rockford Park District, Winnebago County Forest Preserve

Location(s): Riverside Boulevard from Material Avenue to Bell School Road, Harlem Road from Perryville Road to Rock Cut Entrance, S Bluff Street from Shirland Avenue to Prairie Hill Road, Prairie Hill Road from S Bluff Street to Prairie Hill High School, IL 2 from Prairie Hill Road to IL 75 bicycle path

Action Item #2: Develop Safe Routes to School.

Safe System Approach Objective(s): Safer Vehicles, Safer People

Potential Partner(s): Village of Durand

Location(s): Shared-use path connecting on Center Street from Cameron Drive to South Street

Action Item #3: Install bicycle lanes within the right-of-way to support a safe bicycle network.

Safe System Approach Objective(s): Safer Vehicles, Safer Roads

Potential Partner(s): Winnebago County Highway Department, Municipalities

Location(s): Countywide

Action Item #4: Enhance the delineation of existing bicycle pavement markings.

Safe System Approach Objective(s): Safer Vehicles, Safer Roads

Potential Partner(s): Winnebago County Highway Department, Municipalities

Location(s): Existing bicycle facilities countywide

Action Item #5: Perform roadway rightsizings to allow for the implementation of bicycle infrastructure.

Safe System Approach Objective(s): Safer Vehicles, Safer Roads

Potential Partner(s): Winnebago County Highway Department, Municipalities

Location(s): Forest Hills Road (Riverside Boulevard to Landstrom Road)

Action Item #6: Provide school-aged children with educational opportunities focused on safe bicycle use.

Safe System Approach Objective(s): Safer Vehicles, Safer Behavior

Potential Partner(s): ROE3, RPS205, WCUSD 323, DCUSD 322, HSD 122, HCHSD 207, KCCSD 131, PCUSD 321, PHCCSD 133, RSD 140, SCCSD 134

Location(s): School Districts countywide

Action Item #7: Utilize NHTSA resources to produce outreach campaigns promoting safe behaviors by drivers and bicyclists when interacting on a roadway.

Safe System Approach Objective(s): Safer Vehicles, Safer People

Potential Partner(s): Winnebago County, Municipalities

Location(s): Countywide

Table 6-6: Safer Vehicles Action Items- Emphasis Area #6

Project/Program/Policy	Agency	Time Frame
Riverside Boulevard from Material Avenue to Bell School Road	WCHD, City of Loves Park, City of Rockford	Medium
Harlem Road from Perryville Road to Rock Cut entrance	IDOT, WCHD, IDNR	Medium
Center Street from Cameron Drive to South Street	Village of Durand	Medium
Forest Hills Road from Landstrom Road to Riverside Boulevard	WCHD	Medium
S Bluff Street from Shirland Avenue to Prairie Hill Road, Prairie Hill Road from S Bluff Street to Prairie Hill High School, Prairie Hill Road to IL 75 path	City of South Beloit, IDOT, WCHD	Medium
Bicycle Lanes	WCHD, Municipalities	Long
Bicycle Pavement Markings	WCHD, Municipalities	Long
Roadway Right-Sizing	WCHD, Municipalities	Long
Bicycle Safety Education for Children	ROE3, RPS205, WCUSD 323, DCUSD 322, HSD 122, HCHSD 207, KCCSD 131, PCUSD 321, PHCCSD 133, RSD 140, SCCSD 134	Short
Communications & Outreach	Winnebago County, Municipalities	Short

Emphasis Area #7. Motorcycles

The primary objective of this emphasis area is to raise awareness among all roadway users regarding motorcycle safety and to ensure that roadway conditions are conducive to safe motorcycle travel. This includes implementing educational campaigns that inform drivers about the unique vulnerabilities of motorcyclists and the importance of sharing the road responsibly. Additionally, efforts will focus on maintaining and improving roadway infrastructure, such as proper signage, clear lane markings, and well-maintained road surfaces, to provide a safer environment for motorcyclists.

Strategy Statement:

Increase all roadway users awareness of motorcycle safety, including motorcyclists, and maintain roadway conditions to allow motorcyclists to travel safely.

Action Item #1: Participate in the national campaign against impaired driving of motorcycles.

Safe System Approach Objective(s): Safer Vehicles, Safer Behavior

Potential Partner(s): Winnebago County, Municipalities

Location(s): Countywide

Action Item #2: Utilize NHTSA resources to produce outreach campaigns promoting safe behaviors by drivers and motorcyclists when interacting on a roadway.

Safe System Approach Objective(s): Safer Vehicles, Safer Behavior

Potential Partner(s): Winnebago County, Municipalities

Location(s): Countywide

Action Item #3: Maintain roadways in a state of good repair to allow for safe and smooth travel by motorcyclists.

Safe System Approach Objective(s): Safer Vehicles, Safer Roads

Potential Partner(s): Winnebago County Highway Department, Municipalities

Location(s): Countywide

Table 6-7: Safer Vehicles Action Items- Emphasis Area #7

Project/Program/Policy	Agency	Time Frame
Ride Sober or Get Pulled Over	Various Agencies	Short
Communications & Outreach	Winnebago County, Municipalities	Short
State of Good Repair	WCHD, Municipalities	Long

Emphasis Area #8. Heavy Vehicles

Heavy vehicles, such as trucks and buses, carry a heightened risk of severe outcomes when they are involved in a crash. To mitigate the risks imposed by their weight, efforts will focus on improving roadway geometry and design, ensuring that infrastructure can accommodate the unique challenges posed by larger vehicles. This includes implementing measures such as appropriate lane widths, enhanced turning radii, and dedicated truck routes to facilitate safer navigation.

Strategy Statement:

Emphasize the increased risk of severe crashes when operating a heavy vehicle and mitigate crash occurrences through improved roadway geometry and design.

Action Item #1: Install structural overlays on roadways with heavy vehicle traffic to maintain the existing roadway and support safe travel for all vehicles.

Safe System Approach Objective(s): Safer Vehicles

Potential Partner(s): Winnebago County Highway Department

Location(s): Swanson Road from IL 251 to Belvidere Road

Action Item #2: Assess heavy vehicle traffic across the roadway network and identify and designate roadways as part of the truck route system as appropriate.

Safe System Approach Objective(s): Safer Vehicles

Potential Partner(s): Winnebago County Highway Department

Location(s): Elmwood Road, Prairie Hill Road from Willow Brook Road to Boone County Line

Action Item #3: Utilize NHTSA resources to the produce outreach campaigns promoting safe behaviors by drivers and heavy vehicle drivers when interacting on a roadway.

Safe System Approach Objective(s): Safer Vehicles, Safer Behavior

Potential Partner(s): Winnebago County, Municipalities, Private commercial driving firms

Location(s): Countywide

Action Item #4: Maintain and replace failing structures, such as bridges, to maintain the viability of existing truck routes.

Safe System Approach Objective(s): Safer Vehicles, Safer Roads

Potential Partner(s): Winnebago County Highway Department

Location(s): Countywide

Table 6-8: Safer Vehicles Action Items- Emphasis Area #8

Project/Program/Policy	Agency	Time Frame
Swanson Road from IL-251 to Belvidere Road	WCHD	Medium
Prairie Hill Road from Willow Brook Road to Boone County Line	WCHD	Short
Update Truck Route Classifications	WCHD	Short
Communications & Outreach	Winnebago County, Municipalities. Private commercial driving firms	Short
Structural Replacements to Maintain Existing Truck Routes	WCHD	Long

Objective #4. Safer Roads

The design of roadways has a significant impact on the safety of the roadway users making trips upon them. Each roadway has its own unique context, which in many cases can threaten the safety of roadway users. The surrounding environment, including land use and the intersections of highways, roads, and streets with other transportation modes like transit, plays a crucial role in determining the safety risks faced by the traveling public. Placing safety at the forefront when evaluating the design of a new or existing roadway can reveal necessary changes to better protect roadway users from threats imposed on them. The action items under this objective will address roadway safety at intersections, along rural roadways, for pedestrians, and within work and school zones across various road settings, ranging from high-volume freeways to two-lane rural roads. By addressing these factors comprehensively, the goal is to create safer roadways for everyone.

Emphasis Area #9. Intersections

The primary objective of this emphasis area is to implement comprehensive, system-wide improvements designed to reduce the incidence of red-light violations, angle crashes, turning collisions, and other challenges at two-way stop intersections. This effort will involve a combination of engineering, education, and enforcement strategies. Recommended actions include upgrading traffic signals, enhancing signage, and improving roadway markings to help clarify right-of-way rules and reduce confusion for drivers. Many intersections were revealed by the data analysis to have high rates of severe outcome crashes; roadway safety audits or safety reviews can be performed at these locations, revealing what countermeasures are most appropriate for each specific intersection. Additionally, the installation of advanced signal technologies, such as countdown timers and red-light cameras, can discourage violations and enhance compliance with traffic signals.

Strategy Statement:

Implement system wide improvements aimed at reducing red-light violations, angle crashes, turning collisions, and issues at two-way stop intersections.

Action Item #1: Install transverse rumble strips and enhance signage at rural intersection approaches.

Safe System Approach Objective(s): Safer Roads

Potential Partner(s): Winnebago County Highway Department, Municipalities, Townships

Location(s): Rural intersection approaches countywide

Action Item #2: Conduct roadway safety audits and/or safety reviews at intersections of concern and implement appropriate countermeasures to mitigate identified safety threats.

Safe System Approach Objective(s): Safer Roads

Potential Partner(s): Winnebago County Highway Department, Village of Roscoe, Illinois Department of Transportation, City of Rockford, Municipalities

Location(s): Elmwood Road & Rockton Avenue, McCurry Road & Love Road, McCurry Road & Willow Brook Road, Meridian Road & IL 70, Prairie Hill Road & Pleasant Valley Road, Prairie Hill Road & White School Road, Belvidere Road & Atwood Road, Newburg Road & Mulford Road, Ralston Road & Blue Bonnet Drive, IL 2 & Prairie Hill Road, Bridge Street & IL 251, Minor intersections on Spring Creek Road between Mulford Road and Perryville Road, Montague Road & Kennedy Hill Road, Forest Hills Road & Pleasant Valley Boulevard, Riverside Boulevard & Central Avenue/Owen Center Road, and Riverside Boulevard & Mulford Road.

Action Item #3: Improve the safety of intersections along high severe outcome crash corridors, including by installing off-set turn lanes.

Safe System Approach Objective(s): Safer Roads

Potential Partner(s): Winnebago County Highway Department, Illinois Department of Transportation

Location(s): Riverside Boulevard Corridor (Owen Center Road to Argyle Road), Perryville Road Corridor (Swanson Road to Harrison Avenue)

Action Item #4: Convert high risk intersections to roundabouts, r-cuts, or four-way stops.

Safe System Approach Objective(s): Safer Roads

Potential Partner(s): Winnebago County Highway Department, Illinois Department of Transportation

Location(s): Elmwood Road & Owen Center Road, Montague Road & Meridian Road, S Mulford Road & Baxter Road, US 20 & Conger Road, US 20 & Hoisington Road

Action Item #5: Update signage to meet current Manual on Uniform Traffic Control Devices (MUTCD) standards, including the installation of retroreflective street signs and traffic control devices.

Safe System Approach Objective(s): Safer Roads

Potential Partner(s): Winnebago County Highway Department, Village of Durand, Village of Rockton, Townships

Location(s): Village of Durand, Village of Rockton, Rockton Township, Shirland Township, Laona Township, Durand Township, Countywide

Action Item #6: Reduce speed limits at and enhance the visibility of rural intersections with sight-distance restrictions through countermeasures including hill cuts.

Safe System Approach Objective(s): Safer Roads

Potential Partner(s): Illinois Department of Transportation

Location(s): IL 70 & IL 75, South Bend Road & Kishwaukee Road

Action Item #7: Install or modernize traffic signals to improve the communication of expected actions to roadway users.

Safe System Approach Objective(s): Safer Roads

Potential Partner(s): Winnebago County Highway Department, Illinois Department of Transportation

Location(s): Bridge Street & IL 251, Riverside Boulevard Corridor (Owen Center Road to I-90)

Action Item #8: Close roadways or restrict their access to intersections where characteristics of the intersections impose a non-mitigatable to safety.

Safe System Approach Objective(s): Safer Roads

Potential Partner(s): Illinois Department of Transportation

Location(s): South Bend Road & Kishwaukee Road

Table 6-9: Safer Roads Action Items- Emphasis Area #9

Project/Program/Policy	Agency	Time Frame
Riverside Corridor (Owen Center Road to I-90)	WCHD, IDOT	Medium
Perryville Road Corridor	WCHD	Medium
Owen Center Road and Riverside Boulevard	WCHD	Medium
Spring Creek Road Corridor (Mulford Road to Perryville Road)	WCHD	Medium
IL 70- IL 75	IDOT	Medium
Baxter Road- 11th Street	WCHD, IDOT	Medium
Owen Center Road- Elmwood Road	WCHD	Medium
Meridian Road- IL 70	WCHD, IDOT	Medium
Bridge Street- IL 251	WCHD, IDOT	Medium
Gleasant Road- IL 2	WCHD, IDOT	Medium
Ralston Road- Blue Bonnet Drive	WCHD	Medium
Newburg Road- Mulford Road	WCHD, City of Rockford	Medium
Mulford Road- Baxter Road	WCHD	Medium
Belvidere Road- Atwood Road	WCHD	Medium
McCurry Road- Love Road	WCHD	Medium
Montague Road- Meridian Rd	WCHD	Medium
Prairie Hill Road- Pleasant Valley Road	WCHD	Medium
Prairie Hill Road- White School Road	WCHD	Medium
McCurry Road- Willow Brook Road	Village of Roscoe	Medium
US 20- Conger Road	IDOT	Medium
US 20- Hoisington Road	IDOT	Medium
IL 2- Prairie Hill Road	City of South Beloit, IDOT, WCHD	Medium
Kishwaukee Road- South Bend Road	WCHD	Medium
Rural Intersection Approaches Program	Countywide	Long
MUTCD Update Program	WCHD, Townships, Village of Durand, Village of Rockton	Long
Forest Hills Road & Pleasant Valley Boulevard	WCHD	Medium
Riverside Boulevard & Central Avenue/Owen Center Road	WCHD	Medium
Riverside Boulevard & Mulford Road	WCHD	Medium

Emphasis Area #10. Protection Zones

Safe travel behavior and increased awareness of traffic laws within protection zones are imperative to ensuring the safety of children and workers. Recommended efforts under this emphasis area include enhanced enforcement of traffic laws in protection zones, education campaigns so that drivers can be better informed on laws related to protection zones, and improved ingress and egress plans at schools. Additionally, pedestrian safety training for school-aged children and safer layouts of work zones can help address the emphasis area.

Strategy Statement:

Increase awareness of traffic laws in school and work zones to promote safe travel behaviors and ensure the safety of children and workers.

Action Item #1: Develop or update ingress and egress plans for all schools within Winnebago County.

Safe System Approach Objective(s): Safer Roads, Safer People

Potential Partner(s): ROE3, RPS205, WCUSD 323, DCUSD 322, HSD 122, HCHSD 207, KCCSD 131, PCUSD 321, PHCCSD 133, RSD 140, SCCSD 134

Location(s): All school zones countywide

Action Item #2: Place temporary and permanent signage, barricades, and traffic control devices near and within work and schools zones to increase driver awareness and enhance delineation of the zone.

Safe System Approach Objective(s): Safer Roads, Safer People

Potential Partner(s): All Publics Works Agencies, All Education Agencies

Location(s): School and work zones countywide

Action Item #3: Utilize automated enforcement within work zones to reduce instances of speeding.

Safe System Approach Objective(s): Safer Speeds, Safer People

Potential Partner(s): Illinois State Police

Location(s): IDOT Work Zones

Action Item #4: Publicized and targeted enforcement of work zone traffic laws.

Safe System Approach Objective(s): Safer People

Potential Partner(s): Winnebago County Sheriff's Office, Local Law Enforcement

Location(s): Work zones countywide

Action Item #5: Hire or designate a school resource officer to enforce traffic laws within school zones.

Safe System Approach Objective(s): Safer Roads, Safer People

Potential Partner(s): Winnebago County Sheriff's Office, Local Law Enforcement

Location(s): School Zones Countywide

Action Item #6: Ensure of the presence of traffic control officers at large public events.

Safe System Approach Objective(s): Safer People

Potential Partner(s): Durand Police Department, Winnebago County Sheriff's Office, Local Law Enforcement

Location(s): Village of Durand

Table 6-10: Safer Roads Action Items- Emphasis Area #10

Project/Program/Policy	Agency	Time Frame
Ingress & Egress Plans	ROE3, RPS205, WCUSD 323, DCUSD 322, HSD 122, HCHSD 207, KCCSD 131, PCUSD 321, PHCCSD 133, RSD 140, SCCSD 134	Medium
Automated Enforcement	IDOT	Short
High Visibility Enforcement	All Law Enforcement Agencies	Short
Enhanced Delineation of Work and School Zones	All Education Agencies, All Public Works Agencies, Village of Durand	Medium
School Resource Officer	WCSO, Durand Police Department, Local Law Enforcement	Medium
Traffic Control Officers	Village of Durand, WCSO, Local Law Enforcement	Short

Emphasis Area #11. Lane/Roadway Departures

The primary objective of this emphasis area is to optimize roadway geometry and design features to reduce the risk of vehicles leaving the roadway, veering into adjacent lanes, or colliding with fixed objects. This includes implementing design improvements such as wider lanes, improved shoulder designs, safety-focused design at horizontal curves, and better signage to guide drivers and maintain their vehicle's position. Additionally, incorporating safety features like rumble strips, barriers, and protective guardrails can help prevent vehicles from straying off course and mitigate the impact of potential collisions.

Strategy Statement:

Optimize roadway geometry and design elements to decrease the likelihood of vehicles leaving the roadway, veering into adjacent lanes, and colliding with fixed objects.

Action Item #1: Pave shoulders along rural roadways to reduce drop-offs and departures.

Safe System Approach Objective(s): Safer Roads

Potential Partner(s): Winnebago County Highway Department, Townships

Location(s): Rural roadways countywide

Action Item #2: Assess delineation, grading, and clear zones of horizontal curves and implement necessary countermeasures.

Safe System Approach Objective(s): Safer Roads

Potential Partner(s): Winnebago County Highway Department, Townships

Location(s): Horizontal curves countywide

Action Item #3: Continue installing rumble strips and stripes on all rural roadways.

Safe System Approach Objective(s): Safer Roads

Potential Partner(s): Winnebago County Highway Department, Illinois Department of Transportation, Townships

Location(s): Rural roadways countywide, IL 70

Action Item #4: Paint or maintain center- and edge-line pavement markings in good condition and use retroreflective materials to enhance visibility.

Safe System Approach Objective(s): Safer Roads

Potential Partner(s): Winnebago County Highway Department, Municipalities

Location(s): Rural roadways, countywide

Action Item #5: Analyze emergency response times in rural areas and develop post-crash care plans accordingly.

Safe System Approach Objective(s): Post-crash Care

Potential Partner(s): Emergency response agencies

Location(s): Rural areas

Action Item #6: Install stabilized safety shoulders with fore-slope grading to prevent vehicles from running off the road.

Safe System Approach Objective(s): Safer Roads

Potential Partner(s): Winnebago County Highway Department, Village of Durand, Townships

Location(s): Montague Road from Kennedy Hill Road to US 20, Meridian Road (US 20 to Shirland Road), Harlem Road/Argyle Road from McFarland Road to Beloit/Belvidere Road, Elmwood Road from Owen Center Road to IL 2, Village of Durand, Pecatonica Road (Edwardsville Road to IL-75)

Table 6-11: Safer Roads Action Items- Emphasis Area #11

Project/Program/Policy	Agency	Time Frame
IL 70 from Riverside Boulevard / Springfield Avenue to IL 75	IDOT	Medium
Montague Road from Kennedy Hill Road to US-20	WCHD	Medium
Meridian Road (US 20 to Shirland Road)	WCHD	Medium
Elmwood Road from Owen Center Road to IL 2	WCHD, IDOT	Medium
Harlem Road / Argyle Road from McFarland Road to Beloit / Belvidere Road	WCHD	Medium
Paved Shoulder Program	WCHD, Townships	Long
Horizontal Curves Program	WCHD, Townships	Long
Rumble Strips Program	WCHD, Townships	Long
Pavement Markings Program	WCHD, Townships	Long
Rural Post Crash Care Plans	Emergency Response Agencies	Medium
Stabilized Safety Shoulder Program	WCHD, Village of Durand, Townships	Long
Pecatonica Road (Edwardsville Road to IL-75)	WCHD	Medium

Emphasis Area #12. Pedestrians

The action items under the pedestrian emphasis area are focused on making roadways safer for their most vulnerable users through design improvements. By enhancing crosswalks, sidewalks, lighting, and signage, as well as implementing traffic-calming measures, the emphasis area aims to reduce pedestrian-related crashes. Public outreach and education campaigns will complement these physical improvements to foster a shared responsibility between drivers and pedestrians for safer interactions on the road. The implementation of these action items will support a significant reduction in the overall number of severe outcome crashes taking place in the county, due to the large representation of pedestrian crashes within the overall amount.

Strategy Statement:

Expand and enhance pedestrian facilities and roadway design that make drivers more aware of the most vulnerable roadway users as well as encourage safer behavior among pedestrians.

Action Item #1: Install or enhance pedestrian visibility measures at crosswalks, including enhanced delineation of crosswalks, rectangular rapid flashing beacons, and pedestrian refuge islands.

Safe System Approach Objective(s): Safer People, Safer Roads

Potential Partner(s): Winnebago County Highway Department, Municipalities

Location(s): Perryville Path, Guilford Road at Reid Farm Road, IL 2 & Prairie Hill Road, Countywide

Action Item #2: Conduct pedestrian safety audits at high risk locations and implement countermeasures to address identified contributing factors.

Safe System Approach Objective(s): Safer People, Safer Roads

Potential Partner(s): Winnebago County Highway Department, Municipalities

Location(s): High risk locations countywide

Action Item #3: Designate areas where pedestrians are at high risk as pedestrian safety zones, and implement engineering, education, and enforcement countermeasures within the zone.

Safe System Approach Objective(s): Safer People, Safer Roads

Potential Partner(s): Winnebago County Highway Department, Winnebago County Sheriff's Office, Winnebago County
Location(s): Pedestrian safety risk areas

Action Item #4: Publicized and targeted enforcement of pedestrian safety laws at high traffic pedestrian crossings.

Safe System Approach Objective(s): Safer People, Safer Behavior

Potential Partner(s): Winnebago County Sheriff's Office, Local Law Enforcement

Location(s): Countywide

Action Item #5: Conduct pedestrian safety training classes and exercises in local elementary schools.

Safe System Approach Objective(s): Safer People, Safer Behavior

Potential Partner(s): ROE3, RPS205, WCUSD 323, DCUSD 322, HSD 122, HCHSD 207, KCCSD 131, PCUSD 321, PHCCSD 133, RSD 140, SCCSD 134

Location(s): School Districts Countywide

Action Item #6: Utilize NHTSA resources to promote safe behaviors by drivers and pedestrians when interacting on a roadway.

Safe System Approach Objective(s): Safer People, Safer Behavior

Potential Partner(s): Winnebago County, Municipalities

Location(s): Countywide

Action Item #7: Install side-walks, shared-use paths, and other forms of pedestrian infrastructure to enhance connectivity and safe pedestrian travel.

Safe System Approach Objective(s): Safer People, Safer Behavior

Potential Partner(s): Winnebago County, Municipalities

Location(s): Riverside Boulevard (Material Avenue to Bell School Road)

Table 6-12: Safer Roads Action Items- Emphasis Area #12

Project/Program/Policy	Agency	Time Frame
Perryville Path	WCHD	Medium
Guilford Road at Reid Farm Road	WCHD	Medium
Crosswalk Visibility Enhancements Program	WCHD, Municipalities	Medium
Pedestrian Safety Audits	WCHD, Municipalities	Medium
Pedestrian Safety Zones	WCHD, WCSO, Winnebago County	Long
High Visibility Enforcement	WCSO, Local Law Enforcement	Short
Elementary-Age Child Pedestrian Training	ROE3, RPS205, WCUSD 323, DCUSD 322, HSD 122, HCHSD 207, KCCSD 131, PCUSD 321, PHCCSD 133, RSD 140, SCCSD 134	Medium
Communications & Outreach	Winnebago County, Municipalities	Short
Riverside Boulevard (Material Avenue to Bell School Road)	WCHD	Medium



PART 7:

Implementation and Evaluation

The Winnebago County Traffic Safety Action Plan sets the foundation for addressing traffic safety concerns in Winnebago County. The actions items and strategies included in the plan, based upon both an extensive data analysis process and public and stakeholder feedback, elucidate the path toward achieving Vision Zero in Winnebago County. The implementation of these actions will rely heavily upon a coordinated inter-agency process between Winnebago County, its various departments, local public agencies (LPAs) within the county, the Illinois Department of Transportation (IDOT), and the United States Department of Transportation (US DOT) to effectively prioritize traffic safety investments, program available funding for safety projects, and institute proactive traffic policies.

Local Public Agency (LPA):

A governmental entity that plans and manages local transportation projects and infrastructure. LPAs can be municipalities, counties, boards, commissions, and other government agencies, such as park districts and housing authorities.

Additional planning efforts will be needed to fully implement this plan, such as corridor studies and safety audits. Additionally, projects leveraging federal funds, such as Safe Streets and Roads for All (SS4A) Implementation Grants, will need to be programmed within the Transportation Improvement Program (TIP) of the Metropolitan Planning Organization (MPO) servicing that respective area of Winnebago County. Capital Improvement Plans adopted by both the county and LPAs within its boundaries within which safety projects are programmed are also critical.

Implementation of this plan will require a high level of sustained cooperation between Winnebago County, the MPOs, LPAs in Winnebago County, and other interested parties over a prolonged period. Vision Zero will not be achieved without commitment from all individuals and entities that impact traffic safety in Winnebago County. Commitment and cooperation are essential to maintaining

consistency between the priorities of all LPAs within the county and ensuring the achievement of Vision Zero on the county's transportation network.

Finally, implementation will need to be supported by continued data-driven analysis in order to properly prioritize efforts, monitor the effectiveness of implemented actions, and assess progress toward the plan's targets.

The following chapter provides insight into the implementation of the Winnebago County Traffic Safety Action Plan through the themes identified above: additional planning efforts, linkages between this action plan, TIPs, and CIPs, collaboration and coordination, and monitoring the progress and performance of the system. It also describes the process by which the Winnebago County Traffic Safety Action Plan will be amended to reflect changing priorities and future traffic safety conditions.

Additional Planning Efforts

While the Winnebago County Traffic Safety Action Plan lays the groundwork for determining where strategic traffic safety investments are needed within the county, additional planning work is likely to be necessary following its adoption to determine the exact countermeasures to deploy at each location. While it is common for characteristics to be shared between roadways, each roadway ultimately has its own unique context. Additional planning efforts such as corridor studies, safety audits, modal plans, and further data analyses allow this context to be determined and considered, supporting the vision of the Winnebago County Traffic Safety Action Plan. Efforts to be undertaken by Winnebago County, the MPOs, and LPAs in support of implementing this action plan are highlighted below.

Corridor Studies, Roadway Safety Audits, and Modal Plans

The adoption of the Winnebago County Traffic Safety Action Plan necessitates further planning efforts aimed at furthering the traffic safety goals and strategies of Winnebago County.

These efforts fall into three main categories: (1) corridor studies, (2) roadway safety audits (RSAs), and (3) MPO special studies and modal plan updates.

Corridor studies published by the County, an MPO, or an LPA take an in-depth look at a roadway and its surroundings. Corridor studies can be centered on roadway safety, while also incorporating other topics such as travel reliability and economic development. As a corridor study puts a roadway under the microscope, it will reveal what conditions and factors along the roadway contribute to severe outcome crashes. The Winnebago County Traffic Safety Action Plan recommends corridor wide safety improvements for multiple roadways in the county; the development of a full corridor plan should be considered at the following locations to ensure safety countermeasures are deployed appropriately and in line with the purpose of the roadway and its adjacent land:

- Riverside Boulevard (Owen Center Road to Argyle Road)
- Perryville Road (Swanson Road to Harrison Avenue)

In addition to potential corridor studies, the Winnebago County Traffic Safety Action Plan also directly recommends the conducting of multiple RSAs. As defined by US DOT, an RSA is the formal safety performance examination of an existing or future road or intersection by an independent, multidisciplinary team. Roadway safety audits lead to the determination of roadway elements that pose a safety concern, the extent of the concern, the roadway users impacted by the concern, and the circumstances under which the concern is present. In addition to these determinations, RSAs lead to the identification of countermeasures that can be used to mitigate the safety concerns.

As RSAs are conducted independently from the agency implementing any potential countermeasures, a report detailing the findings must be produced. This action plan recommends that an RSA be considered at multiple locations, in lieu of a traditional safety review from the responsible jurisdiction. Specific locations at which RSAs could be conducted in Winnebago are listed within [Part 6: Strategies and Recommendations](#).

Lastly, special studies, programs, and modal plans undertaken by Region 1 Planning Council (R1), the MPO for the Rockford Metropolitan Planning Area (MPA), can support the implementation of the strategies and action items recommended in the Winnebago County Traffic Safety Action Plan. While the focus of these studies, programs, or plans may not be primarily centered on traffic safety, there are opportunities for alignment with the goals and strategies set forth in this plan. Studies, programs, and modal plans R1 intends to undertake which overlap with the aims of this action plan in the next five years include, but are not limited to:

- Bus Stop Accessibility and Safety Assessment
- State of the Trails Report
- Bicycle and Pedestrian Plan (update)
- Greenways Plan (update)
- Resiliency Improvement Plan

Planning Linkages

As mentioned in the introduction, the Winnebago County Traffic Safety Action Plan is linked to other planning documents that apply to Winnebago County. The most notable linkages are programming documents, specifically Transportation Improvement Programs (TIP) and Capital Improvement Programs (CIPs). These document types set forth the transportation projects programmed for implementation in Winnebago County in the medium term. As safety projects are identified and programmed within the TIPs and CIPs that apply to the county this plan must be updated to reflect the updates, and vice versa.

Transportation Improvement Program (TIP)

The purpose of a TIP is to document infrastructure and non-infrastructure transportation projects programmed within the MPA of the respective MPO for the next four fiscal years. Winnebago County is serviced by two MPOs: R1, the MPO for the Rockford MPA, and Stateline Area Transportation Study (SLATS), the MPO for the Beloit MPA. Both R1 and SLATS must produce a TIP at least every four years, as this is a federal requirement for MPOs.

All surface transportation projects receiving Federal or State funding and/or deemed to be regionally significant, as well as capital and/or operating expenses for public transportation providers, must be documented within the respective MPOs TIP. This includes traffic safety projects, which are deemed to be regionally significant by R1 regardless of the functional classification of the roadway they occur on or their funding source. In order to receive federal or state highway, transit, or other transportation related funds, a project must be listed in the current TIP. As the SS4A program is a federal program, projects awarded an SS4A Implementation Grant must be listed within the TIP, provided they are taking place within the MPA of either R1 or SLATS.

Budgets & CIPs

The budgets and CIPs of Winnebago County and the LPAs within it will also contain traffic safety projects programmed by the county or respective LPA. A capital improvement plan is a short-range multi-year plan that identifies, prioritizes, and programs capital improvement projects within the

jurisdiction of an LPA. Currently, the Winnebago County Highway Department is in the process of developing a five year CIP update. Its current programming is outlined in the Winnebago County budget. Other LPAs within Winnebago County, such as the City of Rockford and the City of Loves Park, regularly update and approve CIPs for their jurisdictions. Programmed traffic safety projects included within LPA budgets and CIPs should also be included in the Winnebago County Traffic Safety Action Plan moving forward. Additional consideration should also be given to overall budgets of the county and other municipalities, as this will dictate the allocation of funds for publicly funded enforcement, education, and outreach efforts to mitigate traffic safety threats.

Collaboration and Coordination

Significant collaboration and coordination will be needed to ensure a consistent approach is taken among all local and state partners towards the vision put forth by this plan. Because Winnebago County does not have ownership of all roadways within its county, achieving the targets of this plan will require action by the MPOs, state agencies, and LPAs. The roles of the County, MPOs, State Agencies, and LPAs in implementing this plan are highlighted below.

Winnebago County

Winnebago County is responsible for ensuring safe travel on all county highways. The Winnebago County Sheriff's Office is also responsible for enforcing traffic safety laws throughout the entirety of the county. As the county must work with all LPAs within its boundaries, it can help support the implementation of traffic safety actions in line with the safe system approach throughout its jurisdiction. This may take the form of technical assistance to smaller LPAs on SS4A Implementation Grant applications.

State Agencies

Illinois Department of Transportation (IDOT) is responsible for ensuring safe travel on all state highways through maintenance and operations activities, including those within Winnebago County. They also assist, guide, and direct LPAs in the accomplishment of multi-modal (highway, rail, pedestrian, and bicycle) activities to promote safety and quality of life. This includes establishing highway design safety standards, and safety policies and procedures. IDOT also assists in the planning, financing, design, construction and maintenance, and integration of LPA safety programs and projects with IDOT safety programs.

In addition to IDOT, other state agencies play a role. Illinois

State Police is responsible for enforcing traffic safety laws on state highways and IDOT work zones. The Illinois Department of Motor Vehicles and the Illinois Office of the Secretary of State administer policy and programs as set forth by the State of Illinois, such as driver's license requirements, vehicle safety standards, and driver reeducation programs.

Local Public Agencies

Local public agencies are responsible for ensuring traffic safety through the design, engineering, operation, and maintenance of the roadways within their respective jurisdictions. Like Winnebago County, LPAs most commonly have law enforcement agencies responsible for enforcing traffic safety laws in their jurisdiction. Local public agencies, such as school districts, also play a role in developing safe driving behaviors on roadways within Winnebago County through education and outreach.

Metropolitan Planning Organizations

Region 1 Planning Council and SLATS create a fair and impartial setting for regional decision-making about transportation, including the award of federal transportation dollars allocated to their respective MPA. The MPOs also provide technical assistance to LPAs during the planning and design phase of a project, such as public engagement, and plan reviews. Other technical assistance activities include the development of corridor studies and the conducting of safety audits.

Additional Considerations

While the implementation of traffic safety improvements is primarily the responsibility of the various units and agencies of government identified above, it also depends on the cooperation of private entities. These private sector interests range from businesses, developers, builders, and engineering and design consultants—who have a major influence on development patterns in the region—to private conservancy groups who play an increasingly important role in the protection and management of environmentally significant open spaces. The groups may not directly relate to traffic safety, but their interests are likely to overlap on major safety infrastructure projects.

Furthermore, a holistic approach to collaboration and coordination should be used during the implementation of this plan. In other words, all stakeholders and interested parties, such as members of the public, should be involved in the entire lifecycle of a transportation project. Meaningful public involvement should occur early and throughout the entire planning process of a project and

include representation from all communities affected. This is key to successful project delivery^{lxxxvi}. Meaningful public involvement can:

- Increase trust between the organization and the community.
- Increase the likelihood that projects, programs, or plans will be accepted.
- Create more effective solutions.
- Improve a community's knowledge of the project, program, or plan.
- Empower people from different backgrounds to become involved in transportation safety decision-making.
- Increase compliance with authorities such as Title VI, NEPA, and ADA that require public input and nondiscrimination.^{lxxxvii}

Organizations responsible for making transportation decisions should make a thoughtful, concerted effort to engage individuals in disadvantaged, and overburdened communities. Thoughtful engagement with these communities allows agencies to identify specific barriers and find effective ways to overcome them in a culturally aware and sensitive manner^{lxxxviii}.



Meaning Public Involvement:

A process that proactively seeks full representation from the community, considers public comments and feedback, and incorporates that feedback into a project, program, or plan when possible.

Source: U.S. Department of Transportation

Monitoring Progress

Winnebago County, in tandem with Region 1 Planning Council, is responsible for monitoring the progression of the county towards the traffic safety targets set forth by this plan. This monitoring process applies a performance-based approach to traffic safety planning and programming in Winnebago County; traffic safety conditions in Winnebago County will be measured against state targets and the reduction targets of the county, adopted in this plan. Monitoring the success of safety-focused transportation investments and the overall system will establish a baseline for understanding between the public and stakeholders while simultaneously ensuring short- and long-range safety investments are having the desired effect^{lxxxix}.

The implementation and evaluation portion of PBPP tries to answer the question “how did we do?” through monitoring, evaluation, and reporting. These three elements are the core of PBPP.

- **Monitoring System Performance.** Tracking the performance of the system, typically in terms of goals, objectives, measures, and targets that have been set in the planning process.
- **Evaluating Programs and Projects.** Interpreting results to understand the impacts that investments and policies have had on performance.
- **Reporting Performance Results.** Communicating information about system performance and the effectiveness of plans and programs to policymakers, stakeholders, and the public.^{xc}

To monitor the county's progress toward Vision Zero and the target goals set forth in [Part 2: Vision, Mission, and Goals](#), Winnebago County will continue to leverage the technical assistance provided by Region 1 Planning Council. Monitoring will be focused on two main components of transportation safety: overall system safety and safety at locations where countermeasures have been implemented.

As IDOT crash data becomes available each year, periodic updates to the data files used to conduct the data analyses presented in this plan will be performed. Each year, Region 1 Planning Council or Winnebago County staff will compile the two most recently released IDOT crash data files and assess them to determine the amount, location, and type of severe outcome crashes occurring within Winnebago County. This process will be triggered upon the release of 2024 crash data by IDOT.

To assess the overall safety of Winnebago County's roadway network, the number of severe outcome crashes will be compared against both the previous year's data and the 2022 data. Comparison against the previous year's data will

allow for trends in crashes to continue to be identified, while comparison to the 2022 data will allow for the progress toward the plans vision and reduction target, shown below, to be assessed and publicly reported:

- **Vision.** Eliminate traffic related serious injuries and fatalities in Winnebago County.
- **Target Goal.** Reduce crashes resulting in serious injury or fatality by 50 percent by 2050.

As appropriate, system wide analyses into specific crash types, such as pedestrian and bicyclist crashes, can be conducted to support the development of future strategic investments. Should traffic safety conditions in Winnebago County change dramatically, in the form of either an increase or decrease in the number of severe outcome crashes, it may be necessary to adjust the cycle by which new crash data is analyzed.

A more focused monitoring process will be employed to determine the success of location-specific traffic safety investments. Utilizing annual traffic safety data from 2017 through the most recently analyzed data at the time of assessment, conditions before and after investment will be compared to determine if the proper safety countermeasures were implemented. For example, if an intersection receives a safety improvement in 2025, planners will compare annual crash data at that location from 2017 to 2025 against annual crash data from all future years, as that data becomes available. These analyses will help support future traffic safety investments by providing empirical data to assess the success of countermeasures in Winnebago County.

Amending the Plan

The regular development of an updated traffic safety action plan is not currently required by US DOT or IDOT; however, changes in federal and state policy or in traffic safety conditions in the county may necessitate the updating of this plan. Changes in traffic safety conditions, as shown by data analyses and future actions determined necessary as a result of changing conditions can serve as justification for updating the plan. The plan also may be updated in the short term to comply with the guidelines of federal and state grant programs.

To accommodate these potential changes, the Winnebago County Traffic Safety Action Plan is to be considered a living document. If at any time elected officials or staff of Winnebago County deem an update to the plan to be necessary, R1 staff will execute the update and present it to the Winnebago County Public Works Council and Winnebago County Board for approval.

Appendices

Appendix A: Acronyms and Glossary	70
Appendix B: Public & Stakeholder Engagement	73
Appendix C: High Injury Network Methodology	77
Appendix D: Traffic Safety Action Plan Toolkit	79
Appendix E: SS4A Self-Certification	89
Appendix F: SS4A & Safe System Approach Overview	94

Appendix A: Acronyms and Glossary

Acronyms & Abbreviations

A

A: Suspected Serious Injury/A-Injury (KABCO Injury Scale)

ADA: Americans with Disabilities Act

AAAFTS: AAA Foundation for Traffic Safety

B

B: Suspected Minor Injury (KABCO Injury Scale)

BAC: Blood Alcohol Concentration

C

C: Possible Injury (KABCO Injury Scale)

CDC: Center for Disease Control (CDC)

D

DMV: Department of Motor Vehicles

DUI: Driving Under the Influence

F

FHWA: Federal Highway Administration

FMVSS: Federal Motor Vehicle Safety Standards

G

GIS: Geographic Information Systems

H

HIN: High Injury Network

I

IDOT: Illinois Department of Transportation

K

K: Fatality (KABCO Injury Scale)

KA: Fatal and Injury Crashes (KABCO Injury Scale)

KABCO: All Crashes (KABCO Injury Scale)

L

LEP: Limited English Proficiency

LPI: Leading Pedestrian Interval

LRSP: Local Road Safety Plan

M

MCAT: Major Crash Assistance Team

MMUCC: Model Minimum Uniform Crash Criteria (KABCO Injury Scale)

MPA: Metropolitan Planning Area

N

NCSA: National Center for Statistics and Analysis

NHTSA: National Highway Traffic Safety Administration

O

O: No bodily harm injury (KABCO Injury Scale)

P

PSC: Proven Safety Countermeasure (Identified by FHWA)

R

R1: Region 1 Planning Council

ROW: Right-of-Way

RPD: Rockford Park District

RMTD: Rockford Mass Transit District

RTH: Rockford Township Highway

RRFB: Rectangular Rapid Flashing Beacon

S

SHSP: Strategic Highway Safety Plan

SRTS: Safe Routes to School

SS4A: Safe Streets and Roads for All

STEP: Saturated Traffic Enforcement Program

U

USDOT: United States Department of Transportation

UZA: Urbanized Area

V

VMТ: Vehicle Miles Traveled

W

WCHD: Winnebago County Highway Department

WSCO: Winnebago County Sheriff's Department

Glossary of Terms

A

Alternative Transportation: Any mode of personal transportation other than a single-occupant vehicle, including biking, walking, carpooling, and public transportation.

Source: MPO Alternative Transportation Committee Bylaws

Arterial: Roads that provide the highest level of mobility and the highest speeds over the longest uninterrupted distance.

Source: Federal Highway Administration

Average Annual Daily Traffic (AADT): The total volume of traffic on a highway segment for one year, is divided by the number of days in the year.

Source: Federal Highway Administration

C

Capacity: The maximum hourly flow rate of persons or vehicles under prevailing conditions.

Source: Federal Highway Administration

Centerline Miles: The total length of a given road from its starting point to its endpoint, and does not take the width or number of lanes into account.

Source: Texas Department of Transportation

Collector: Major and minor roads that connect local roads and streets with arterials.

Source: Federal Highway Administration

F

Functional Classification: Classification of roadways based on the type of service the road provides to the motoring public.

Source: Federal Highway Administration

I

Intermodal: The ability to connect, and the connections between, modes of transportation.

Source: Federal Highway Administration

J

Jurisdiction: The authority and obligation to administer, control, construct, maintain and operate a highway subject to the provisions of the Illinois Highway Code.

Source: Illinois Department of Transportation

L

Land Use: Land use is a term used to describe the human use of land. It represents the economic and cultural activities (e.g. agricultural, residential, industrial, mining, and recreational) that are practiced at a given area.

Source: U.S. Environmental Protection Agency

Lane Miles: Calculated by multiplying the centerline mileage of a road by the number of lanes it has.

Source: Texas Department of Transportation

Local Road: Roads that provide limited mobility and are the primary access to residential areas, businesses, farms, and other local areas.

Source: Federal Highway Administration

M

Metropolitan Planning Area (MPA): The geographic area in which the metropolitan transportation planning process required by 23 U.S.C. 134 and section 8 of the Federal Transit Act (49 U.S.C. app. 1607) must be carried out.

Source: Federal Highway Administration

Metropolitan Planning Organization (MPO): A regional policy body, required in urbanized areas with populations over 50,000, and designated by local officials and the governor of the state to carry out the metropolitan transportation requirements of federal highway and transit legislation.

Source: Federal Highway Administration

Metropolitan Transportation Plan (MTP): The official intermodal transportation plan is developed and adopted through the metropolitan transportation planning process for the metropolitan planning area.

Source: Federal Highway Administration

Urbanized Area: To qualify as an urban area, the territory identified according to criteria must encompass at least 2,500 people, at least 1,500 of which reside outside institutional group quarters.

Source: US Census Bureau

N

National Highway System (NHS): The system of highways is designated and approved in accordance with the provisions of 23 U.S.C. 103b.

Source: Federal Highway Administration

R

Right-of-Way (ROW): The land owned by the roadway entirety and devoted to transportation purposes.

Source: Federal Highway Administration

S

Shared Use Path: A bikeway is physically separated from motor vehicle traffic by an open space or barrier and either within the highway right-of-way or within an independent right-of-way.

Source: National Association of City Transportation Officials

Stakeholders: Individuals and organizations involved in or affected by the transportation planning process. Include federal/state/local officials, MPOs, transit operators, freight companies, shippers, and the general public.

Source: Federal Highway Administration

Surface Transportation: Transportation by road, rail, or pipeline.

Source: University of Cornell

T

Transportation Resiliency: The ability of a transportation system to adapt to, recover from, and respond to threats of all kinds.

Source: Region 1 Planning Council

U

Urban Area: A collective term referring to urbanized areas and urban clusters.

Source: U.S. Census Bureau

Appendix B: Public & Stakeholder Engagement

Effective traffic safety planning requires meaningful collaboration between planners, the public, and key stakeholders. Winnebago County and Region 1 Planning Council (R1) together recognized that the success of this plan and its initiatives are dependent on their understanding of the unique safety challenges faced by roadway users in the county. To achieve this level of understanding R1 and Winnebago County utilized a robust public and stakeholder strategy throughout the development of this plan.

This strategy aimed to ensure a diverse range of voices informed the development of the Winnebago County Traffic Safety Action Plan. Tools such as Engage R1, R1's online public engagement platform, were leverage to support public involvement, and the role of the plans steering committee, composed of traffic safety stakeholders in the county, allowed for both the public and stakeholders to have a consistent voice throughout the plans development. Additionally, multiple public and stakeholder events provided further opportunities for the perspectives of these groups and individuals to be shared. As a result of the strategy and the engagement opportunities provided by it, R1 was able to receive feedback providing insight into both existing traffic safety conditions and potential future solutions within Winnebago County.

Stakeholder Engagement

Robust stakeholder engagement was vital to the development of the Winnebago County Traffic Safety Action Plan. Stakeholders from various different sectors of Winnebago County's transportation and traffic safety community came together on multiple occasions to guide the development of the plan. These engagement efforts, which included a workshop and a steering committee, are described in detail below.

Traffic Safety Workshop

In February of 2024, R1 hosted a Traffic Safety Workshop at Rockford Mass Transit District's (RMTD) East Side Transfer Center. This meeting was held early in the development process of the Winnebago County Traffic Safety Action Plan, as it was primarily intended to support the development of the Regional Traffic Safety Action Plan. The 40 plus attendees of the workshop primarily included traffic safety stakeholders in Boone and Winnebago County, such as traffic engineers and education administrators, but members of the public were also in attendance.

Region 1 Planning Council staff began the workshop by providing attendees with background on the Safe Streets & Roads for All (SS4A) program and the planning process for the four safety plans being developed by R1. The remainder of the workshop consisted of breakout group discussion about traffic safety threats currently imposed on the Rockford Region's roadway users. Several guiding questions were used by breakout group facilitators; they include:

- What traffic safety issues are your priority?
- Where are you observing these issues?
- Who is most vulnerable to the traffic safety issues?
- What can be done to address your identified traffic safety concerns?

The contents of the breakout discussions were shared out to all workshop attendees, and notes summarized by R1 helped to provide a baseline level of understanding as the planning process for the Winnebago County Traffic Safety Action Plan began.

Steering Committee

A steering committee, composed of various traffic stakeholders in Winnebago County, was first convened in spring 2024 and met four times during the planning process. Members of the steering committee are shown in Table B-1. Representatives were chosen due to their unique perspective on traffic safety in Winnebago County, within representatives from law enforcement, emergency management, education, and public works all being present. The steering committee meetings allowed members the opportunity to share their expertise, as well as guide the development of various components of the plan. A summary of each of the four steering committee meetings is provided below.

- **May 9th, 2024 Meeting:** The first steering committee meeting began with a summary of the SS4A program and an explanation of what a local road safety is. The planning process for the Winnebago County Traffic Safety Action Plan was described in detail, as was Vision Zero and the Safe System Approach. An overview of the results of the data analysis conducted to that point was also provided. Staff then provided the committee members with an opportunity to discuss their traffic safety concerns. Many concerns were identified, including specific locations, roadway characteristics, and driver behaviors. These

identified concerns helped to identify the safety emphasis areas described in [Part 5: Emphasis Area](#).

- June 27th, 2024 Meeting:** At the second committee meeting, R1 and Winnebago County Highway Department (WCHD) staff presented the plans drafted vision, mission, and goals to the committee for approval. The committee approved these, and then ranked the emphasis areas identified in the previous meeting in order of priority. The R1 staff member facilitating the meeting then presented on the Federal Highway Administration's (FHWA) Proven Safety Countermeasures and the National Highway Traffic Safety Administration's (NHTSA) Countermeasures that Work. This presentation was used to facilitate a discussion that allowed for existing actions to address safety concerns in Winnebago County to be identified, informing the contents of [Part 3: State of Practice Review](#).
- August 28th, 2024 Meeting:** The third steering committee began with a presentation of the public engagement feedback received to date, and a further presentation of the maps produced by the spatial analysis undertaken as a part of the plans development. Committee members were able to discuss what stood out to them from the analysis and public input. The remainder of the meeting was devoted to discussion of potential action items and projects to include in the plan, based on the results of the data analysis and public input.

- Month Day, 2025 Meeting:** The fourth and final steering committee meeting allowed for a discussion on the final draft of the plan to be held, before it was to be presented for adoption. Committee members were provided in advance with a copy of the document to review, and thus they came prepared and provided feedback on the draft document. This feedback helped inform edits to plan, improving its clarity. A summary of the contents of the plan, including its finding and recommendations, was also presented to the committee during this meeting.

Public Engagement

Meaningful public involvement in the planning process of traffic safety action plans is crucial to developing an understanding of the conditions roadway users face on an everyday basis. Residents, visitors, and those who work in the region each make use of thousands of different combinations of start points, end points, and routes each day, with each route posing its own unique safety concerns. As planners cannot possibly know the unique context of each of these routes, the public must be consulted to gather additional information that exposes locations and behaviors that threaten safety, as well as solutions to these threats. The following efforts were made to incorporate meaningful public involvement into the planning process of the Winnebago County Traffic Safety Action Plan.

Table B-1: Members of the Steering Committee

Agency	Representative	Contact
Winnebago County Highway Department	Engineering	Carlos Molina
Winnebago County Highway Department	Engineering	Matt Fox
Winnebago County Highway Department	Engineering	Prafull Soni
Winnebago County Emergency Management	Emergency Response	Trent Brass
Winnebago County Sheriff Department	Enforcement	Joseph Broullard
Winnebago County Sheriff Department	Enforcement	Sean Hughes
Winnebago County Communications	Community Outreach	Danielle Grindle
Winnebago County Health Department	Public Health	Rebecca Lyons
Regional Office of Education	Education	Will Hartje
Owen Township Highway Department	Engineering	Charles Barnes
Rockford Township Highway Department	Engineering	Barry Palm

Engage R1

The main source of public feedback during the planning process of this plan was Engage R1, R1's online public engagement platform. Project pages were created for the safety plans being developed by R1 for Winnebago County, City of Rockford, Boone County, and the Rockford Region; the majority of these geographies cover all or some of Winnebago County. Each project page contains background information of the respective plans planning process, the SS4A program, and traffic safety data.

In May of 2024, early in the planning process, two engagement features were added to the Winnebago County project page. First, a social map feature was added, allowing site visitors to indicated locations with safety concerns to be pinpointed on a public map. After identifying a point, site visitors then took a short survey where they answered questions about the concern they had at that location, such as which mode it most affects. This feature was also uploaded onto the City of Rockford project page in May, and had been present on the Rockford Region page since December of 2023. The social map was closed to the public in September of 2024, 120 days after it was first made available to the public.

On the Winnebago County page, 113 locations of concern were identified across the county; across all three project pages, 346 locations of concern located in Winnebago County were submitted. These points can be seen in Figure 1-4 Engage R1 Traffic Safety Map Results. The submission comments attached to each location were analyzed to determine which of the plans 12 emphasis areas is most closely aligned. The vast majority of points aligned with one of the following four emphasis areas: intersections (134 points), pedestrians (83 points), speeding and aggressive driving (69 points), and bicyclists (40 points). All other emphasis areas had five or fewer associated points.

The information from the safety map helped to support the inclusion and priority ranking of the emphasis areas identified above. Furthermore, the points submitted to the map were used to corroborate roadway segments and intersections identified in the plans High Injury Network, as shown in Figure 4-20 Engage R1 Submissions & High Injury Network. Locations that appear in both maps were doubly identified as locations of concern, and the submission comments associated with these locations were considered during the action item identification process.

A traffic safety survey was also added to the Winnebago County project page in May of 2024, and remained open for 120 days before being closed in September of 2024. The survey received 21 responses, with questions covering topics such as the safety of specific modes, contributing factors to crashes, and top traffic safety concerns. The responses gathered from this survey were used to direct efforts

in the data analysis process; the analysis into contributing factors presented in [Part 4. Data Analysis & Summary](#) aligned with the results of the survey. Responses also justified the inclusion of each emphasis area and its related action items.

Public Comment

In addition to these public engagement efforts made throughout the plan's development process, an opportunity to give feedback on a drafted version of the plan was also afforded to the public. On May 13, 2025, a public meeting was hosted at the Winnebago County Administration Building, prior to a presentation of the contents of the drafted version of the plan to the Winnebago County Public Works Committee. The public meeting allowed the public to view the results of the data analysis and the drafted action items, and provide direct feedback to R1 and Winnebago County.

The public open house was hosted during the plan's 30-day public period; the plan was also posted on Engage R1 and Winnebago County's website during this time, with a form available to submit comments on the drafted plan. Between the 30-day public comment period and the public open house, four comments were received and incorporated into the plan. The received comments are listed below:

- While safety measures need to be a priority, you need to come up with solutions for the ones that cause the accidents in the first place. Such as those who choose to run red lights, especially at high speeds. Those that drive but do not obey the driving rules and regulations, ignoring stop signs, stop lights, and yields. These are mostly younger people, and they cause serious hit and runs. As far as ambulances, how about designated lanes for their use only, just like bike lanes. Also, for safety issues, how about installing pull over areas for police stops vs stopping on the highways like Perryville and State St. I realize this would be a great cost and undertaking, but again for the safety of the first responders and the offenders. (I am not talking about the shoulder of the road; I mean a stop off of the road and shoulder). State St and Mulford is a problem. Perryville and State St is a problem. Riverside and Mulford is a big problem. **Pedestrian safety is a huge issue. Lacking in safe sidewalks and crossings. The need for over or underpasses at major intersections and roads such as Foresthills, North of Harlem. State St and Bell School Roads. More lighting would be helpful on streets such as Bell School Rd, North of State Street and the from downtown Rockford on West State St to the graveyard.

- I think an important factor to consider is more harsh consequences/requirements for residents of other counties, who get charged with a DUI in this county while on active felony probation with a neighboring county. If strict consequences not able to be bought out of were implemented then my daughter would still be alive. In 2023 an adult male on probation with a neighboring county was pulled over and charged with a DUI here in Winnebago county. Despite this happening he was able to still drink, maintain a secret relationship with my child who resides in Winnebago county who he regularly traveled here to pick up without her parents knowledge. Over the span of 6 months having an intoxalock device in his vehicle he was regularly able to travel to this county, pick up my child, have her blow into his device often to operate his vehicle. If anyone who was responsible for checking his data on the device had did something or actually checked, he would not have been able to travel here in August, pick up my child, drive intoxicated with her and then crash his vehicle taking my child's life. Winnebago county should consider implementing employees to monitor or at least check up on the activities of nonresidents charged with a DUI in this county, before considering dropping the charge. For example: John Doe is a resident of Sample County, he is driving in Winnebago County and gets pulled over charged with a DUI. He is on current probation with Sample County where he lives. The pretrial case gets transferred to his residential county requires him to install an intoxalock device in his vehicle. When the case comes to court for trial or reaches a plea deal agreement, Winnebago County should require the intoxalock data to be reviewed by someone from THIS county before agreeing to drop the charge. The driver should also be banned from driving in this county during that time unless there is a proven necessary reason such as legal employment in this county.
- I think the biggest overlooked factor of road safety in this report is the expansion of existing pedestrian/ bicyclist routes throughout the county. As a lifelong resident who resides in Machesney Park, there is a visible gap in many areas where pedestrians have to walk along the side of the road in the grass where they are not very visible. This is not only extremely dangerous, but inconvenient for many residents as I myself have been fearful of hitting a person I could not see on the side of the road. The road I reside off of, Forest Hills Road, is a particular area where many people walk on the side. Installing lit paths (sidewalks, bike paths, multi-use, etc.) that not

only give residents an alternative transportation opportunity, but a safe option for residents who do not have a reliable vehicle would be an enormous quality of life improvement, while furthering the connections for neighborhoods and towns throughout the county. This is also an excellent opportunity for strengthening recreational routes, as the county is littered with many parks and a river to encourage pedestrian/ bicycle use. In many places, there are the foundations for a pedestrian transportation network, and strengthening this network through meaningful connections would be a monumental asset to the county's transportation going forward.

- I think round-a-bouts are stupid and cause a lot of accidents. I love the ideas of Rectangular Rapid Flashing Beacons (RRFB) and Pedestrian and Refuge Islands for bikes and pedestrians. Another thing that I think would help improve people's traffic safety is more enforcement from law enforcement agencies. Giving them the proper tools and legislation is so important. Lights are really important to me as a biker, walker, and runner. RRFBs would be really cool to have in the area. And the last thing I think is important is training. Whether it be harder tests for people to get their DL, etc. (I know that's not applicable to you guys though.) Encouraging pedestrian safety is a must. Pedestrians must realize that they are not a god and they cannot just go wherever they think. I can't tell you how many times I have seen people just go through a crosswalk without even a glance. So, if you don't want to go the training route for them, you must go the training route for drivers. That's why more signage and lights would be really important.

Appendix C: High Injury Network Methodology

The High Injury Network is a visual representation of the roadways that carry the greatest threat to traffic safety; actions must be taken to mitigate the traffic safety concerns on these roadways. The development of this process took place over the course of several months as staff attempted to find a concrete methodology that satisfies the requirements of the SS4A program. The information below details the methodology used to determine the plans High Injury Network.

The information listed below outlines the methodology used to classify roadways on which a severe outcome crash took place during the six year study period into one five categories—Very High, High, Medium, Low and Very Low—by leveraging quantile calculations. Quantiles are a statistical measure that indicates the relative standing of a value within a dataset. In this context, quantiles are used to rank roadway segments and categorize them into one of the five categories based on their position within the overall distribution.

The High Injury Network was developed with two key criteria in mind: logical termini and the location of severe outcome crashes. Logical termini within the network allow for specific roadway segments in need of addressing to be clearly identified. Focusing on instances of severe outcome crashes mean the network will place greater emphasis on the segments where the most serious injuries and fatalities are taking place. This emphasis aligns the High Injury network with the safe system approach, the guiding paradigm for both this plan and the SS4A program.

Calculation of High Injury Network Categories

The specific steps used to determine the High Injury Network are described below.

Step 1 – Data Preparation:

To create a network with logical termini, a new roadway segment layer had to be created. This layer was created through the use of spatial roadway files created and maintained by WinGIS. Roadway segments in between two intersections where both approaches were functionally classified as minor collector or above were joined together to create one contiguous segment between the two intersections. This led to the removal of all local roads

from the layer. Using this criteria allowed for segments to be of relatively uniform length; segments commonly share characteristics between intersections of this type.

Crashes resulting in serious injury or fatality between 2017 and 2022 within the geographic boundaries of the study area were then assigned to the closest segment. Crashes located more than 150 feet from any segment were not assigned to any of the segments, as they occurred on a local road or in an alley or parking lot. The output of this spatial join was a GIS layer containing all roadway segments in between intersections where all approaches were at least minor collector or above at which a severe outcome crash occurred during the study period.

Retroactively, local roads that saw two or more severe outcome crashes take place on a segment between two minor collectors or above were added to segment layer. Local roads with one severe outcome crash were not included as there was no indication the roadway segment had a pattern of severe outcomes. Minor collector and above roadway segments with one crash were retained in the dataset as they often were connected to segments with higher frequencies, showing a continuing threat to safety along a series of segments.

Step Two – Quantile Calculation:

Quantiles were selected as the statistical analysis tool for this classification. Quantiles break the data into percentile groups and reduce the skewed nature of data. Each quantile group is equal in size to the others, showing a clear distribution of all segments instances of severe outcome crashes. Five quantile groups were used for this analysis to show the frequency of severe outcome crashes across the study areas roadway segments.

- **Very Low:** 1st to 20th percentile (1 Severe Outcome Crash)
- **Low:** 21st to 40th percentile (2 Severe Outcome Crashes)
- **Medium:** 41st to 60th percentile (3 Severe Outcome Crashes)
- **High:** 61st to 80th percentile (4-5 Severe Outcome Crashes)
- **Very High:** 81st to 100th percentile (6-11 Severe Outcome Crashes)

Step 3 – Classification:

Based on the calculated quantiles, each road segment was categorized into one of the five categories: Very High Crash Frequency, High Crash Frequency, Medium Crash Frequency, Low Crash Frequency, or Very Low Crash Frequency.

All segments included in the High Injury Network, regardless of the level of classification, are considered to be roadways where public safety is threatened. Table 4-16 in Part 4: Data Analysis & Summary Shows Winnebago County's High Injury Network.

Appendix D: Traffic Safety Action Plan Toolkit

Introduction

This Traffic Safety Toolkit provides a summary of Federal Highway Administration proven safety countermeasures and their potential effects of implementation. The strategies offered by these countermeasures are aimed at reducing fatalities and serious injuries to motorists, pedestrians, and all other road users. These countermeasures are viable to be used on all roads, from high volume urban routes to rural two-lane highways. Each countermeasure will have a brief description of what it is and where they are to be located or housed within the transportation system. Within this toolkit there will be examples of implementation options for each countermeasure showcasing what low-cost versus high-cost measures may look like. Within each countermeasure there are different strategies in reducing crash rates showcasing the malleability of some strategies to fit desired needs. Each countermeasure will have information on:

- **Crash Type** - Which type of crashes the countermeasure aims to mitigate with its implementation.
- **Percentage of Crash Reduction Factor (CRF)** - The expected reduction in crash rates of specific crash type due to the implementation of a countermeasure.
- **Percentage of Federal Match Funding** - The percentage of funding that federal government will match based on the project type.
- **Life Expectancy of Countermeasure** - How long to expect the countermeasure to remain in use and viable before materials need updates.
- **Cost** - Using prior costs and background information on previous projects will lead to an informed decision on whether a project is high, medium, or low.
- **CMF ID Number** - To direct users to specific types of projects within each countermeasure.

This toolkit uses data and research from FHWA, Crash Modification Factors Clearinghouse (CMF), and Region 1 Planning Council (R1) to build a log of the necessary information for engineers and planners to use as a guide to make better-informed decisions on which countermeasures best fit their community's safety needs.

Statement on Life Expectancy Category

The life expectancy of a countermeasure is an important factor when determining whether, a countermeasure is a good fit to be implemented. Using information from FHWA and industry leaders, an accurate estimate of the lifecycle of materials and technology that make up these countermeasures was gathered. Industry leaders spanned from construction consultants that gauge the life expectancy of materials, such as asphalt or thermoplastic pavement markings, or manufacturers who develop technologies such as LED lighting systems or traffic control hardware. The information provided by these leaders, along with FHWA standards, helped develop a lifecycle of effectiveness for each countermeasure listed.

Statement on Cost Category

To determine whether a cost was high, medium, or low for a given countermeasure, projects were selected to average their total cost.

- **High** - Generally will require high equipment, labor, and material costs that are typical of a larger scale project and can be difficult to implement because of all these factors. Projects that exceed \$950k are considered high cost.
- **Medium** - Projects that fall in the medium cost category will typically have varying costs due to the scale in which the countermeasures are chosen to be implemented. Using higher quality materials like steel instead of concrete for a median barrier will also lead to a larger variation in the cost of a project. Projects in the medium cost category will fall between \$250k and \$949k for total cost.
- **Low** - The projects that fall within the low category are easy additions to the transportation system and require less labor and equipment to be successful. Projects that are under \$250k are considered low cost.

To gather an average cost of a countermeasure, five projects were selected for each countermeasure to give a relative average cost based on previous implementation.

The lifecycle and materials used for a countermeasure were also considered when determining the cost of a countermeasure's implementation to provide better background information. The averages were then broken into three categories based on their relative cost to the other countermeasures. Using educated discretion from the average cost of projects and background research allowed for determining which of the three categories the countermeasure would be placed in.

Countermeasures

Traffic safety countermeasures are essential components of any effort to reduce roadway injuries and fatalities. Within the framework of the Regional Traffic Safety Action Plan Toolkit,

these measures are designed to address key risk factors and adapt to the unique needs of local communities. This chapter explores the variety of countermeasures outlined in the toolkit, emphasizing their potential to mitigate high-risk behaviors, improve roadway infrastructure, and foster safer travel environments. Each countermeasure is grounded in evidence-based practices, ensuring its effectiveness in addressing the specific challenges identified in regional traffic data.

From engineering solutions, such as road reconfigurations and pedestrian safety enhancements to educational campaigns that influence driver behavior, the toolkit provides a holistic approach to reducing crashes. Additionally, enforcement strategies and policy adjustments also play a crucial role in complementing these efforts.

1. Intersection Lighting

A street light or street lamp is often mounted on a lamp column or pole, or suspended on a wire across a road. Applicable to intersections that have a disproportionate number of nighttime crashes and do not currently provide lighting at the intersection or its approach. The addition of lighting to an intersection can also help motorists identify pedestrians and other non-motorists at nighttime. An easy and cheaper option for improving lighting at intersections would be general updates to possible outdated lighting systems to improve the visibility of all road users near intersections. An enhanced and more expensive option would be to extend lighting in road segments to provide more continuous lighting during travel to aid drivers in nighttime trips.



Table D-1: Intersection Lighting Countermeasure

Crash Type	Pedestrian and Night
CRF%	35%
Federal Eligibility Funding (%)	90% to 100%
Expected Life (Years)	20
Cost	Low
CMF ID	436, 433, 192, 2376

2. Leading Pedestrian Interval (LPI)

Implementing modified signal phasing at intersections with high vehicle turning volumes will enhance traffic flow and safety. A Leading Pedestrian Interval (LPI) would allow pedestrian travelers to establish themselves in the crosswalk 3 to 7 seconds before a vehicle is given a signal. This increases pedestrians' presence in the crosswalk before vehicles can turn left or right. Giving a head start would lead to vehicles yielding to pedestrians at higher rates and allow those pedestrians who move slowly to move through a conflict area more quickly. This is a low-cost option as it only requires changing the timing between walk signals and traffic signals.



Table D-2: Leading Pedestrian Interval Counter

Crash Type	Pedestrian and Bicycle
CRF%	13%
Federal Eligibility Funding (%)	90% to 100%
Expected Life (Years)	20
Cost	Low
CMF ID	9918

3. Longitudinal Rumble Strips and Stripes

Rumble strips are textured sections of pavement that alert drivers to the edge of the travel lane. When the car tire goes over the rumble strip, it will cause vibration and sound to alert the driver to a possible departure from the road. Typically rumble strips are located on the edge of roads or the centerline of a two-lane road. Implementation of rumble strips is relatively low-cost and offers different versions such as “mumble strips” that are quieter and can be used in road segments with noise restrictions around it. Rumble strips are an easy addition to any road that is being repaved or an easy addition to existing roadsides.



Table D-3: Longitudinal Rumble Strips and Stripes Countermeasure

Crash Type	Roadway Departures, Intersections, & Pedestrians
CRF%	38.50%
Federal Eligibility Funding (%)	90% to 100%
Expected Life (Years)	20
Cost	Low
CMF ID	10342, 10333, 2259

4. Roundabouts

Roundabouts can be installed at two-way stop-controlled intersections or signalized intersections. They channel traffic through curved approaches to reduce vehicle speed as it enters circulating traffic. Roundabouts are effective in managing high traffic speeds in rural or urban settings while being able to effectively manage traffic flow all while creating a significant reduction in conflicts that arise at traditional intersections. The benefit of roundabouts, to counter their high costs, is that they can be implemented across all road types and remain as effective.



Table D-4: Roundabouts Countermeasures

Crash Type	Intersections
CRF%	80%
Federal Eligibility Funding (%)	80%
Expected Life (Years)	20
Cost	High
CMF ID	211, 226

5. Pedestrian and Refuge Island

Pedestrian refuge islands are installed to help guide and protect pedestrians across intersections. The implementation of refuge islands can also lead to traffic calming effects and placemaking efforts in certain settings. Pedestrian islands improve safety by reducing the distance to refuge for those crossing and shifting the focus of pedestrians to one lane of traffic at a time. This low-cost solution helps make crossing larger and more popular corridors easier, and elderly or disabled individuals have to cover less ground to safety.



Table D-5: Pedestrian and Refuge Islands Countermeasure

Crash Type	Pedestrian and Intersection
CRF%	56%
Federal Eligibility Funding (%)	90% to 100%
Expected Life (Years)	20
Cost	Low
CMF ID	175

6. Speed Safety Cameras

Speed safety cameras (SSC) are a technological supplement to speed enforcement. By detecting high speeds, SSCs will log video or photos of the vehicles breaking set speed enforcement measures. Introducing SSCs to intersections or high-speed roads can deter drivers from exceeding speed limits to improve road safety. This high-cost countermeasure would work as a strong enforcement technique to prevent aggressive driving behaviors like speeding. Speed Safety Cameras can be deployed in targeted sections of roads that experience higher rates of aggressive driving to correct driving behavior.



Table D-6: Speed Safety Cameras Countermeasure

Crash Type	All
CRF%	37%
Federal Eligibility Funding (%)	80%
Expected Life (Years)	20
Cost	High
CMF ID	7718, 2915, 2921, 7582

7. Bicycle Lanes

Bicycle lanes are developed from refitting streets to accommodate a part of the road for cyclists or building off-road paths. Dedicated protected space to cyclists can mitigate conflicts between cars and promote an increase in bicycle ridership. The size and speed disparity between the modes of transportation makes bicycle travel inherently more dangerous without dedicated infrastructure for protection. A higher cost bike lane project could include a two-way separated bike lane with barrier protections and traffic controls. Lower cost projects may just include extending road shoulders in rural areas to allow for bicycle traffic or road dieting to make available room for an unprotected bike lane.



Table D-7: Bicycle Lanes Countermeasure

Crash Type	Bicycles
CRF%	41.50%
Federal Eligibility Funding (%)	90% to 100%
Expected Life (Years)	20
Cost	Medium
CMF ID	11296, 10738, 10742

8. School Zones

A school zone is an area directly near schools or other educational establishments that experience a high volume of school children and young pedestrians. School zones will have signage corresponding to parking, road speeds, and pedestrian crossings. Countermeasures in school zones are low cost and increase awareness in the area to alert drivers to possible young pedestrians near the road. Some typical countermeasures in school zones are high visibility signage, high visibility crossings, and reduced traffic speeds. These actions work cohesively to make drivers more aware of their surroundings.



Table D-8: School Zones Countermeasure

Crash Type	Pedestrian
CRF%	17%
Federal Eligibility Funding (%)	90% to 100%
Expected Life (Years)	10
Cost	Low
CMF ID	N/A

9. Systemic Application of Multiple Low-Cost Countermeasures at Stop-Controlled Intersections

This strategy involves developing low-cost countermeasures at stop-controlled intersections to generate safer crossings for all road users. By using low-cost methods such as increased signage, enhanced edge lines, or flashing beacons increases the amount of intersections that can be enhanced. Simple changes in rural areas such as cutting back vegetation near intersections to increase visibility on an approach can be effective and low-cost. Using simple countermeasures across several locations will lead to mitigating conflicts at intersections within the transportation system.



Table D-9: Systemic Application of Multiple Low-Cost Countermeasures

Crash Type	Intersection
CRF%	18.50%
Federal Eligibility Funding (%)	80%
Expected Life (Years)	10
Cost	Low
CMF ID	8867, 8870, 8874, 8893

10. Roadway Reconfiguration

Roadway reconfiguration is the process of changing the traffic surface elements in an effort to improve safety and provide better mobility for all road users. By reconfiguring, a road can be made to suit the safety needs of a particular segment and develop a cohesive complete streets environment for all road users. The use of road dieting techniques can be viewed as high cost because of the overhaul requires such as labor and equipment that is used to reconfigure the road. Road dieting can open opportunities to implement other safety measures as well as enhance the safety of the current transportation system.



Table D-10: Roadway Reconfiguration Countermeasure

Crash Type	All
CRF%	33%
Federal Eligibility Funding (%)	80%
Expected Life (Years)	20
Cost	High
CMF ID	5554, 2841

11. Rectangular Rapid Flashing Beacons (RRFB)

Rectangular Rapid Flashing Beacons (RRFB) are bright yellow rectangular signs with a flashing LED light to alert drivers to other road users. These work as enhanced visual aids for drivers at all times of the day and can lead to reduced conflicts at crossings. These effective low-cost enhancements can be easily added to existing signs at crossings or intersections. The implementation of RRFBs aim to alert drivers to curb incidents between vehicles and pedestrians in areas like mid-street crossings or high pedestrian traffic intersections.



Table D-11: Rectangular Rapid Flashing Beacons (RRFB) Countermeasure

Crash Type	Pedestrian
CRF%	47%
Federal Eligibility Funding (%)	90% to 100%
Expected Life (Years)	10
Cost	Low
CMF ID	9024

12. Wider Edge Lines

Wider edge lines are implemented to aid drivers in the visibility of travel lanes. By adding a minimum of four inches to existing edge lines, they become “wider” and enhanced. Adding wider edge lines can be beneficial as vehicles begin to incorporate more sensors to guide vehicular travel, making road edges easier to be picked up by vehicle sensors especially at night. Enhancing edge lines is a relatively cheap addition to roads; however using better quality materials can increase the initial cost but extend the lifecycle. The addition of enhanced wider edge lines leads to a mitigation in roadway departures.



Table D-12: Wider Edge Lines Countermeasure

Crash Type	Roadway Departures
CRF%	29.50%
Federal Eligibility Funding (%)	80%
Expected Life (Years)	5
Cost	Low
CMF ID	4737

13. Enhanced Delineation for Horizontal Curves

A series of countermeasures can be implemented to reduce roadway departures before or within curves and to alert drivers to upcoming curves at night. Countermeasures can be in the form pavement markings, radar feedback, and increased signage warning that there of a curve. There are many strategies that can be implemented at a low-cost, however it is easy to increase the cost by adding several strategies together at curves. For example, adding only reflective pavement markers would be relatively low-cost. However, adding those along with a speed radar feedback sign and additional reflective signage before and in the curve can drive up the costs.



Table D-13: Enhanced Delineation for Horizontal Curves Countermeasure

Crash Type	Roadway Departures and Night
CRF%	37.50%
Federal Eligibility Funding (%)	80%
Expected Life (Years)	10
Cost	Medium
CMF ID	2439, 2431, 2438, 10362, 10312, 9167

14. Walkways

Walkways are essential to pedestrian mobility and healthy communities. Providing safe access to walkways that shield users from traffic and connect communities to essential locations is imperative, but countermeasure can range in cost. For example, building dedicated shared-use paths in urban corridors can be a high cost project. In rural areas where pedestrians may be sparse, paved shoulders on rural highways are a cheap way to add paved walkways for pedestrians in those areas. Walkways are essential for meeting the needs of all pedestrians and providing safe routes for travel.



Table D-14: Walkways Countermeasure

Crash Type	Pedestrian
CRF%	77%
Federal Eligibility Funding (%)	90% to 100%
Expected Life (Years)	20
Cost	Medium
CMF ID	N/A

15. Median Barriers

Barriers are implemented to separate opposite flows of traffic on roadways and prevent head-on collisions from opposing traffic flows. Medians also help prevent accidents from spilling over to the opposite side of traffic to interfere with the traffic flow of an entire road. Using barriers on the outside edge of roads can help prevent roadway departures as well. The cost of implementing median barriers can be low cost, but the cost can rise depending on the materials used. Concrete medians are relatively low cost to use; however, barriers can be made of steel or steel cables, which is a more expensive product.



Table D-15: Median Barriers Countermeasure

Crash Type	Roadway Departures
CRF%	97%
Federal Eligibility Funding (%)	80%
Expected Life (Years)	20
Cost	Medium
CMF ID	7040

16. Dedicated Turn Lanes at Intersections

Creating dedicated right-or-left turn lanes helps improve the overall flow of traffic on high-traffic roads or turning from minor roads on to high traffic roads. Dedicated turn lanes help prevent head-on collisions by providing better lines of sight to vehicles turning, they also prevent rear-end collisions that occur from traffic stopping or slowing in travel lanes. These can be implemented at intersections that experience an increase in turning-related collisions to help curb rates of injuries and fatalities. Creating offset turn lanes helps to create protected space for turning vehicles and creates improved sightlines for left turning vehicles to prevent the need for a protected turn light. The cost of this project can be low depending on how many lanes are being added and how large the lane is being made. More lanes for longer stretches can raise the overall price of the project.



Table D-16: Dedicated Turn Lanes at Intersections Countermeasure

Crash Type	Intersections
CRF%	31%
Federal Eligibility Funding (%)	80%
Expected Life (Years)	20
Cost	Medium
CMF ID	260, 268, 285, 289, 6096

17. Reduced Left-Turn Conflict Intersections

Reduced left-turn conflict intersections are geometrically designed to change how left turns are performed by drivers. They ease drivers into a left turn by utilizing space between opposing directions of traffic which does not require a large amount of space to utilize. There are two types of systems that can be built, Restricted Crossing U-turn and Median U-turn. Both help reduce the distance it takes to cross traffic while making a left turn and ease decision making for drivers. These road designs help reduce the severity of crashes that occur near high-volume intersections.

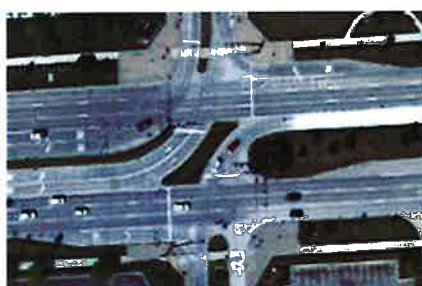


Table D-17: Reduced Left-Turn Conflict Intersections Countermeasure

Crash Type	Intersections
CRF%	42.50%
Federal Eligibility Funding (%)	80%
Expected Life (Years)	20
Cost	Medium
CMF ID	5556, 9985, 4884, 10867

18. Crosswalk Visibility

Crosswalk visibility improvements consist of different elements such as pavement markings, increased signage, and flashing lights. These elements are essential especially if the crosswalk is a midblock crossing. These enhancements help alert drivers to pedestrians and reduce speeds near crossings to mitigate potential conflicts. These countermeasures are low-cost additions such as improved lighting, high-visibility crosswalks, and pavement markings. These are essential measures to take a non-traditional crossings to ensure that vehicles are aware of possible pedestrian activity.



Table D-18: Crosswalk Visibility Countermeasure

Crash Type	Pedestrian and Intersection
CRF%	35.50%
Federal Eligibility Funding (%)	90% to 100%
Expected Life (Years)	10
Cost	Low
CMF ID	4123, 436, 9017

19. Pavement Friction

Pavement friction is a critical part of roadway safety, it plays a crucial role in how vehicles interact with the physical road. Areas where vehicles turn, slow down, or stop can be areas of concern over worn pavement. When compiling a list of locations with high crash rates, whoever has jurisdiction over roads should be checking pavement friction to see if it is a possible contributor to crashes. High friction surface treatment is used to reinforce or restore the friction of the road, it is particularly effective near areas such as steep downgrades and curves where tire performance is essential to safety. This can be a low-cost countermeasure if it is used in particular sections of roads, but higher quality treatments or use on larger sections of roads can raise the cost of implementing this countermeasure.



Table D-19: Pavement Friction Countermeasure

Crash Type	All
CRF%	41.50%
Federal Eligibility Funding (%)	80%
Expected Life (Years)	10
Cost	Medium
CMF ID	10342, 10333, 2259

20. Pedestrian Hybrid Beacon (PHB)

Pedestrian Hybrid Beacons (PHB) serve as a light signal for pedestrians crossing high-speed roadways. Pedestrians activate a light series to signal drivers that they will be crossing, alerting vehicles to slow down and be aware of pedestrians crossing. Similar to a traffic signal, it will start a blinking yellow light to alert drivers to an impending red stop light to allow pedestrians to cross safely. These signals are effective for popular crossings on high-speed roads or extended distances in crossings. The signals ensure pedestrian safety and reduce poor decisions by pedestrians to cross high-speed traffic. Pedestrian Hybrid Beacons are a low-cost implementation that can be added to traffic systems in locations where concerns for pedestrian crossings is high.



Table D-20: Pedestrian Hybrid Beacon (PHB) Countermeasure

Crash Type	Pedestrian
CRF%	35%
Federal Eligibility Funding (%)	90% to 100%
Expected Life (Years)	10
Cost	Low
CMF ID	9020, 2911, 2917

21. Roadside Design Improvements at Curves

Roadside curve enhancements involve improving the safety of the edge of roads on curves. These safety designs are implemented to reduce severe crashes, allow vehicles an opportunity to recover safely and prevent total roadway departures. Strategies can vary from changing the environment on the shoulder of roads to placing barriers on curves. Flattening sloped edges off the road or extending shoulders gives drivers the ability to recover their vehicle in the event of a roadway departure. Using median like barriers such as concrete or steel guardrails to prevent total roadway departures all together. Reducing roadway departures, as well as making them less dangerous or recoverable for drivers, is the goal of these strategies. Cost may vary depending on which or how many of these strategies are implemented.



Table D-21: Roadside Design Improvements at Curves Countermeasure

Crash Type	Roadway Departures
CRF%	26%
Federal Eligibility Funding (%)	80%
Expected Life (Years)	20
Cost	Medium
CMF ID	4627, 4632, 35, 36

22. SafetyEdge

SafetyEdge is implemented during road construction and re-pavement and creates a 30-degree slant at the edge of pavement. This enhancement reduces the chances of a vertical drop-off from vehicles, reducing road departures and increasing control for drivers. Adding a SafetyEdge design to roads is a low-cost countermeasure that can be added to any road that does not have any barrier on the edge, and would allow the driver to ride the slanted edge back onto the roadway.



Table D-22: SafetyEdge Countermeasure

Crash Type	Roadway Departures
CRF%	16%
Federal Eligibility Funding (%)	80%
Expected Life (Years)	20
Cost	Low
CMF ID	9205, 9211, 9217

23. Backplates with Retroreflective Borders

Backplates offer improved visibility to drivers, especially at night. The backplates accentuate the signal light better with the contrasting reflective yellow metal against the night sky. Frames are typically one to three inches thick around an entire traffic light. These are low-cost implementations that can be easily added to all traffic signals to improve nighttime visibility of intersection signaling. Rural areas can implement these as intersections in rural areas may not have any lighting and drivers may have difficulties identifying critical traffic signs at intersections.



Table D-23: Backplates with Retroreflective Borders Countermeasure

Crash Type	Intersection and Night
CRF%	15%
Federal Eligibility Funding (%)	80%
Expected Life (Years)	10
Cost	Low
CMF ID	1410

24. Yellow Change Intervals

Manipulating the yellow change interval at intersections can be done to extend the time a yellow light is active to prevent high-speed traffic from running red lights or causing rear-end collisions. This can be used at high-speed intersections that experience higher rates of intersection collisions and severe crashes. With a retiming of yellow lights at specific intersections based on traffic and crash data, this is a low-cost strategy to implement.



Table D-24: Yellow Change Intervals Countermeasure

Crash Type	All
CRF%	11%
Federal Eligibility Funding (%)	80%
Expected Life (Years)	20
Cost	Low
CMF ID	380, 384

Appendix E: SS4A Self-Certification

The USDOT requires the self-certification worksheet for all SS4A Implementation Grant applications and any Planning and Demonstration Grant applications.

The worksheet can be found at <https://www.transportation.gov/grants/ss4a/how-to-apply>

Figure E-1: SS4A- USDOT Self Certification Checklist

S

S

4

A

Safe Streets and Roads for All
Self-Certification Eligibility Worksheet

All applicants should follow the instructions in the NOFO to correctly apply for a grant. See the [SS4A website](#) for more information.

Table 1 of the SS4A NOFO describes [eight components of an Action Plan](#), which correspond to the questions in this worksheet. Applicants should use this worksheet to determine whether their existing plan(s) contains the required components to be considered an eligible Action Plan for SS4A.

This worksheet is required for all SS4A **Implementation Grant** applications and any **Planning and Demonstration Grant applications to conduct Supplemental Planning/Demonstration Activities only**. Please complete the form in its entirety, do not adjust the formatting or headings of the worksheet, and upload the completed PDF with your application.

Eligibility

An Action Plan is considered eligible for an SS4A application for an Implementation Grant or a Planning and Demonstration Grant to conduct Supplemental Planning/Demonstration Activities if the following two conditions are met:

- You can answer "YES" to Questions 3, 7, and 9 in this worksheet; *and*
- You can answer "YES" to **at least four of the six remaining** Questions, 1, 2, 4, 5, 6, and 8.

If both conditions are not met, an applicant is still eligible to apply for a Planning and Demonstration Grant to fund the creation of a new Action Plan or updates to an existing Action Plan to meet SS4A requirements.

Applicant Information

Lead Applicant: _____ **UEI:** _____

Action Plan Documents

In the table below, list the relevant Action Plan and any additional plans or documents that you reference in this form. Please provide a hyperlink to any documents available online or indicate that the Action Plan or other documents will be uploaded in Valid Eval as part of your application. Note that, to be considered an eligible Action Plan for SS4A, the plan(s) coverage must be broader than just a corridor, neighborhood, or specific location.

Document Title	Link	Date of Most Recent Update



Figure E-1: SS4A- USDOT Self Certification Checklist Contd.

Action Plan Components

For each question below, answer "YES" or "NO." If "YES," list the relevant plan(s) or supporting documentation that address the condition and the specific page number(s) in each document that corroborates your response. This form provides space to reference multiple plans, but please list only the most relevant document(s).

1. Leadership Commitment and Goal Setting

Are **BOTH** of the following true?

- A high ranking official and/or governing body in the jurisdiction publicly committed to an eventual goal of zero roadway fatalities and serious injuries; and
- The commitment includes either setting a target date to reach zero OR setting one or more targets to achieve significant declines in roadway fatalities and serious injuries by a specific date.

☐ YES

☐ NO

Note: This may include a resolution, policy, ordinance, executive order, or other official announcement from a high-ranking official and the official adoption of a plan that includes the commitment by a legislative body.

If "YES," please list the relevant document(s) and page number(s) that corroborate your response.

Document Title	Page Number(s)

2. Planning Structure

To develop the Action Plan, was a committee, task force, implementation group, or similar body established and charged with the plan's development, implementation, and monitoring?

☐ YES

☐ NO

Note: This should include a description of the membership of the group and what role they play in the development, implementation, and monitoring of the Action Plan.

If "YES," please list the relevant document(s) and page number(s) that corroborate your response.

Document Title	Page Number(s)



U.S. Department of Transportation

SS4A Self Certification Eligibility Worksheet | Page 2 of 5

Figure E-1: SS4A- USDOT Self Certification Checklist Contd.

3. Safety Analysis

Does the Action Plan include **ALL** of the following?

- Analysis of existing conditions and historical trends to provide a baseline level of crashes involving fatalities and serious injuries across a jurisdiction, locality, Tribe, or region;
- Analysis of the location where there are crashes, the severity, as well as contributing factors and crash types;
- Analysis of systemic and specific safety needs, as needed (e.g., high risk road features or specific safety needs of relevant road users); and,
- A geospatial identification (geographic or locational data using maps) of higher risk locations.

☐ YES

☐ NO

Note: Availability and level of detail of safety data may vary greatly by location. The Fatality and Injury Reporting System Tool (FIRST) provides county- and city-level data. When available, local data should be used to supplement nationally available data sets.

If "YES," please list the relevant document(s) and page number(s) that corroborate your response.

Document Title	Page Number(s)

4. Engagement and Collaboration

Did the Action Plan development include **ALL** of the following activities?

- Engagement with the public and relevant stakeholders, including the private sector and community groups;
- Incorporation of information received from the engagement and collaboration into the plan; and
- Coordination that included inter- and intra-governmental cooperation and collaboration, as appropriate.

☐ YES

☐ NO

Note: This should be a description of public meetings, participation in public and private events, and proactive meetings with stakeholders.

If "YES," please list the relevant document(s) and page number(s) that corroborate your response.

Document Title	Page Number(s)



U.S. Department of Transportation

SS4A Self Certification Eligibility Worksheet | Page 3 of 5

Figure E-1: SS4A- USDOT Self Certification Checklist Contd.

5. Equity Considerations

Did the Action Plan development include **ALL** of the following?

- Considerations of equity using inclusive and representative processes;
- The identification of underserved communities through data; and
- Equity analysis developed in collaboration with appropriate partners, including population characteristics and initial equity impact assessments of proposed projects and strategies.

☐ YES

☐ NO

Note: This should include data that identifies underserved communities and/or reflects the impact of crashes on underserved communities, prioritization criteria that consider equity, or a description of meaningful engagement and collaboration with appropriate stakeholders.

If "YES," please list the relevant document(s) and page number(s) that corroborate your response.

Document Title	Page Number(s)

6. Policy and Process Changes

Are **BOTH** of the following true?

- The plan development included an assessment of current policies, plans, guidelines, and/or standards to identify opportunities to improve how processes prioritize safety; and
- The plan discusses implementation through the adoption of revised or new policies, guidelines, and/or standards.

☐ YES

☐ NO

Note: This may include existing and/or recommended Complete Streets policy, guidelines for community engagement and collaboration, policy for prioritizing areas of greatest need, local laws (e.g., speed limit), design guidelines, and other policies and processes that prioritize safety.

If "YES," please list the relevant document(s) and page number(s) that corroborate your response.

Document Title	Page Number(s)



U.S. Department of Transportation

SS4A Self Certification Eligibility Worksheet | Page 4 of 5

Figure E-1: SS4A- USDOT Self Certification Checklist Contd.

7. Strategy and Project Selections

Does the plan identify a comprehensive set of projects and strategies to address the safety problems in the Action Plan, with information about time ranges when projects and strategies will be deployed, and an explanation of project prioritization criteria?

☐ YES

☐ NO

Note: This should include one or more lists of community-wide multi-modal and multi-disciplinary projects that respond to safety problems and reflect community input and a description of how your community will prioritize projects in the future.

If "YES," please list the relevant document(s) and page number(s) that corroborate your response.

Document Title	Page Number(s)

8. Progress and Transparency

Does the plan include **BOTH** of the following?

- A description of how progress will be measured over time that includes, at a minimum, outcome data.
- The plan is posted publicly online.

☐ YES

☐ NO

Note: This should include a progress reporting structure and list of proposed metrics.

If "YES," please list the relevant document(s) and page number(s) that corroborate your response.

Document Title	Page Number(s)

9. Action Plan Date

Was at least one of your plans finalized and/or last updated between 2019 and April 30, 2024?

☐ YES

☐ NO

Note: Updates may include major revisions, updates to the data used for analysis, status updates, or the addition of supplemental planning documents, including but not limited to an Equity Plan, one or more Road Safety Audits conducted in high-crash locations, or a Vulnerable Road User Plan.

If "YES," please list your most recent document(s), date of finalization, and page number(s) that corroborate your response.

Document Title	Date of Most Recent Update	Page Number(s)



U.S. Department of Transportation

SS4A Self Certification Eligibility Worksheet | Page 5 of 5

Appendix F: SS4A & Safe System Approach Overview

The Winnebago County Traffic Safety Action Plan was created in alignment with federal guidelines, strategies, and approaches. As the plan is funded by a Safe Streets and Roads for All (SS4A) planning and demonstration grant, federal approaches including the National Roadway Safety Strategy and Safe System Approach were incorporated throughout the plans development. A full understanding of each of these three federal elements is necessary to understand how they shaped this plan; information on each element is provided below.

Safe Streets and Roads for All Program

Safe Streets and Roads for All is a discretionary grant program designed to support the U.S. Department of Transportation's (USDOT) National Roadway Safety Strategy and its goal of zero roadway deaths. Safe Streets and Roads for All was established by the Bipartisan Infrastructure Law (BIL) with five billion dollars in appropriated funds being available from 2022 through 2026. Counties, cities, towns, transit agencies, MPOs, and federally recognized Tribal governments are all eligible for SS4A grants.

There are two types of SS4A grants:

- **Planning and Demonstration Grants.** Planning and Demonstration Grants provide federal funds to develop a comprehensive safety action plan. A Safety Action Plan's goal is to prevent fatalities and serious injuries through the development of a holistic and well-defined strategy.
- **Implementation Grant.** In order to apply for an Implementation Grant, the agency, body, or jurisdiction must already have a Safety Action Plan in place. The funds provided by this grant can be used to tackle roadway safety problems through the implementation of the projects and strategies discussed in the Safety Action Plan. These projects and strategies can have an infrastructure, behavioral, or operational focus. Funds can also be put towards demonstration activities, supplemental planning, and project-level planning, design, and development.

National Roadway Safety Strategy

The United States Department of Transportation (USDOT) National Roadway Safety Strategy (NRSS) sets a vision and goal for the safety of the Nation's roadways and adopts the Safe System Approach principles. The purpose of the NRSS and its adoption of the Safe System Approach is to address contributing factors from all angles and build layers of prevention, protection, and mitigation. These principles guide safety actions, and identify critical and significant actions the USDOT will take in pursuit of five core objectives.

1. **Safer People:** Encourage safe, responsible behavior by people who use our roads and create conditions that prioritize their ability to reach their destination unharmed.
2. **Safer Roads:** Design roadway environments to mitigate human mistakes and account for injury tolerances, to encourage safer behaviors, and to facilitate safe travel by the most vulnerable users.
3. **Safer Vehicles:** Expand the availability of vehicle systems and features that help to prevent crashes and minimize the impact of crashes on both occupants and non-occupants.
4. **Safer Speeds:** Promote safer speeds in all roadway environments through a combination of thoughtful, context-appropriate roadway design, targeted education and outreach campaigns, and enforcement.
5. **Post-Crash Care:** Enhance the survivability of crashes through expedient access to emergency medical care, while creating a safe working environment for vital first responders and preventing secondary crashes through robust traffic incident management practices^{xci}.

Safe System Approach

The Safe System Approach differs significantly from a conventional safety approach in that it acknowledges both human mistakes and human vulnerability, and designs a redundant system to protect everyone. USDOT recognizes the Safe System Approach as encompassing all the roadway

safety interventions required to achieve the goal of zero fatalities, including safety programs focused on infrastructure, human behavior, responsible oversight of the vehicle and transportation industry, and emergency response. The Safe System Approach and roadway safety policy are inclusive of all roadway users in all communities and the many people who use the roads and streets outside of motor vehicles. The Safe System Approach is also intended to be iterative and will adapt to how people use the Nation's highways, roadways, and streets.

The Safe System Approach incorporates the following principles:

1. **Death and Serious Injuries are Unacceptable.**

While no crashes are desirable, the Safe System Approach prioritizes the elimination of crashes that result in death and serious injuries since no one should experience either when using the transportation system.

2. **Humans Make Mistakes.** People will inevitably make mistakes and decisions that can lead or contribute to crashes, but the transportation system can be designed and operated to accommodate certain types and levels of human mistakes, and avoid death and serious injuries when a crash occurs.

3. **Humans Are Vulnerable.** People have physical limits for tolerating crash forces before death or serious injury occurs; therefore, it is critical to design and operate a transportation system that is human-centric and accommodates physical human vulnerabilities.

4. **Responsibility is Shared.** All stakeholders – including government at all levels, industry, non-profit/advocacy, researchers, and the public – are vital to preventing fatalities and serious injuries on our roadways.

5. **Safety is Proactive.** Proactive tools should be used to identify and address safety issues in the transportation system, rather than waiting for crashes to occur and reacting afterwards. 6. **Redundancy is Crucial.** Reducing risks requires that all parts of the transportation system be strengthened, so that if one part fails, the other parts still protect people.

This approach involves using all available tools, including education, outreach, engineering solutions, and enforcement. For example, emphasis on complete streets and context sensitive designs/solutions can be applied toward physical transportation infrastructure improvements contributing to increased safety for roadway use. Activities

such as building safety culture within organizations and leveraging public health approaches can assist with the practical implementation of a Safe System Approach. Safety culture, for NRSS purposes, is defined as the shared values, actions, and behaviors that demonstrate a commitment to safety over competing goals and demands^{xviii}.

Endnotes

- i U.S. Department of Transportation. (2023, October 25). The Roadway Safety Problem. Retrieved from National Roadway Safety Strategy: <https://www.transportation.gov/NRSS/SafetyProblem>
- ii U.S. Department of Transportation. (2023, October 25). The Roadway Safety Problem. Retrieved from National Roadway Safety Strategy: <https://www.transportation.gov/NRSS/SafetyProblem>
- iii U.S. Department of Transportation. (2023, October 25). The Roadway Safety Problem. Retrieved from National Roadway Safety Strategy: <https://www.transportation.gov/NRSS/SafetyProblem>
- iv Ticketmaster. (2023, May 9). Step Inside: Wrigley Field - Home of the Chicago Cubs. Retrieved from Ticketmaster: <https://blog.ticketmaster.com/step-inside-wrigley-field-chicago-il/#:~:text=Wrigley%20Field%20seating%20capacity%20is,bleachers%20and%20the%20terrace%20seats>
- v U.S. Department of Transportation. (2023, October 25). The Roadway Safety Problem. Retrieved from National Roadway Safety Strategy: <https://www.transportation.gov/NRSS/SafetyProblem>
- vi "Origin and Evolution of Illinois Counties." Illinois Secretary of State, March 2024. https://www.ilsos.gov/publications/pdf_publications/ipub15.pdf
- vii United States Census Bureau. "QuickFacts Winnebago County, Illinois." US Census Bureau, July 1, 2023. <https://www.census.gov/quickfacts/fact/table/winnebago-county-illinois,rockford-city-illinois/POP645218>
- viii U.S. Department of Transportation. (2022, October 13). What is the Safe System Approach? Retrieved from National Roadway Safety Strategy: <https://www.transportation.gov/NRSS/SafeSystem>
- ix Insurance Institute for Highway Safety. (2023a). <https://www.iihs.org/topics/fatality-statistics/detail/motorcycles-and-atvs>.
- x "MMUCC Guideline Model Minimum Uniform Crash Criteria 6th Edition." 2024a. <https://crashstats.nhtsa.dot.gov/Api/Public/ViewPublication/813525>
- xi National Highway Traffic Safety Administration. (2018, March). National Traffic Speeds Survey III: 2015 (Traffic Tech, Technology Transfer Series, Report No. DOT HS 812 489). Washington, DC: Author.
- xii Dumbaugh, E., Merlin, L., Signor, K., Kumfer, W., Lajeunesse, S., & Carter, D. (2019). Implementing Safe Systems in the United States: Guiding Principles and Lessons from International Practice. https://www.roadsafety.unc.edu/wp-content/uploads/2019/07/CSCRS_R3_Final-Report.pdf
- xiii National Highway Traffic Safety Administration. (2018, March). National Traffic Speeds Survey III: 2015
- xiv Niek Mouter, Sander van Cranenburgh, Bert van Wee (2018). The consumer-citizen duality: Ten reasons why citizens prefer safety and drivers desire speed, Accident Analysis & Prevention, Volume 121. <https://doi.org/10.1016/j.aap.2018.08.027>
- xv NCSA. (2023a, April). Alcohol-impaired driving: 2021 data (Traffic Safety Facts. Report No. DOT HS 813 450). National Highway Traffic Safety Administration.
- xvi Dang, J. N. (2008, May). <https://crashstats.nhtsa.dot.gov/Api/Public/ViewPublication/810942>, 1982-2005 (Report No. DOT HS 810 942). National Highway Traffic Safety Administration.
- xvii National Institute on Drug Abuse. (2019). <https://nida.nih.gov/publications/drugfacts/drugged-driving>
- xviii Stewart, T. (2022). Overview of motor vehicle crashes in 2020 (Report No. DOT HS 813 266). National Highway Traffic Safety Administration.
- xix NHTSA. (2023). <https://cdan.dot.gov/query>, Version 5.6. Custom data run.
- xx Liu, Y., Wheaton, A. G., Chapman, D. P., Cunningham, T. J., Lu, H., & Croft, J. B. (2016). Prevalence of healthy sleep duration among adults--United States, 2014. <https://www.cdc.gov/mmwr/volumes/65/wr/mm6506a1.htm> 65(6), 137-141.
- xxi AAA Foundation for Traffic Safety. (2018). <https://aaafoundation.org/wp-content/uploads/2018/03/TSCI-2017-Report.pdf>
- xxii <https://www.nhtsa.gov/risky-driving/distracted-driving>
- xxiii NCSA. (2023). <https://crashstats.nhtsa.dot.gov/Api/Public/ViewPublication/813443> (Research Note. DOT HS 813 443). National Highway Traffic Safety Administration.
- xxiv Schroeder, P., Wilbur, M., & Peña, R. (2018). <https://rosap.ntl.bts.gov/view/dot/35960> (Report No. DOT HS 812 461). National Highway Traffic Safety Administration.
- xxv National Center for Statistics and Analysis. (2022). <https://crashstats.nhtsa.dot.gov/Api/Public/ViewPublication/813357> (Research Note. Report No. DOT HS 813 357). National Highway Traffic Safety Administration.
- xxvi The Office of the Illinois Secretary of State. "Distracted, Drowsy and Aggressive Driving." The Office of the Illinois Secretary of State, 2024. https://www.ilsos.gov/departments/drivers/traffic_safety/distracted.html
- xxvii IIHSHLDI. "Seat Belts." IIHSHLDI, September 30, 2024. <https://www.iihs.org/topics/seat-belts#:~:text=Seat%20>

[belt%20use%20is%20lower,older%20\(Boyle%2C%202023\)](#)

xxviii NHTSA Kicks off Click It or Ticket Campaign Targeting Seat Belt Use in Nighttime, Rural Crashes | NHTSA." n.d. [www.nhtsa.gov](https://www.nhtsa.gov/press-releases/nhtsa-click-it-or-ticket-campaign-targeting-seat-belt-use-nighttime-rural#:~:text=In%202022%2C%2063%25%20of%20passenger). Accessed July 11, 2024. <https://www.nhtsa.gov/press-releases/nhtsa-click-it-or-ticket-campaign-targeting-seat-belt-use-nighttime-rural#:~:text=In%202022%2C%2063%25%20of%20passenger>

xxix NHTSA. n.d. "Seat Belts | NHTSA." [www.nhtsa.gov](https://www.nhtsa.gov/vehicle-safety/seat-belts). <https://www.nhtsa.gov/vehicle-safety/seat-belts>

xxx NHTSA. n.d. "Seat Belts | NHTSA." [www.nhtsa.gov](https://www.nhtsa.gov/vehicle-safety/seat-belts). <https://www.nhtsa.gov/vehicle-safety/seat-belts>

xxxi Kahane, C. J. (2015, January). Lives saved by vehicle safety technologies and associated Federal Motor Vehicle Safety Standards, 1960 to 2012 – Passenger cars and LTVs – With reviews of 26 FMVSS and the effectiveness of their associated safety technologies in reducing fatalities, injuries, and crashes. (Report No. DOT HS 812 069). Washington, DC: National Highway Traffic Safety Administration.

xxxii Boyle, L. (2023, January). Seat belt use in 2022 – Overall results (Traffic Safety Facts Research Note. Report No. DOT HS 813 407). National Highway Traffic Safety Administration.

xxxiii Boyle, L. (2023, January). Seat belt use in 2022 – Overall results (Traffic Safety Facts Research Note. Report No. DOT HS 813 407). National Highway Traffic Safety Administration.

xxxiv IDOT. "Seat Belts." IDOT, 2024. <https://idot.illinois.gov/transportation-system/transportation-safety/roadway-safety/education/traffic-safety-campaigns/buckle-up-illinois/seat-belts.html#:~:text=Illinois%20Seat%20Belt%20Law&text=Illinois%20law%20requires%20all%20drivers,the%20Child%20Passenger%20Protection%20Act>

xxxv IIHS HLDI, "Seat Belts."

xxxvi NHTSA. "Pedestrian Safety," 2023. <https://www.nhtsa.gov/book/countermeasures-that-work/pedestrian-safety>

xxxvii NHTSA. "Pedestrian Safety," 2023. <https://www.nhtsa.gov/book/countermeasures-that-work/pedestrian-safety>

xxxviii Cova, Eric. "Pedestrian Fatalities at Historic High." Smart Growth America, April 3, 2024. <https://smartgrowthamerica.org/pedestrian-fatalities-at-historic-high/>

xxxix Cova, Eric. "Pedestrian Fatalities at Historic High." Smart Growth America, April 3, 2024. <https://smartgrowthamerica.org/pedestrian-fatalities-at-historic-high/>

xl "Traffic Safety Facts 2021 Data." NHTSA, June 2023.

xli NHTSA. "Pedestrian Safety," 2023. <https://www.nhtsa.gov/book/countermeasures-that-work/pedestrian-safety>

[nhtsa.gov/book/countermeasures-that-work/pedestrian-safety](https://www.nhtsa.gov/book/countermeasures-that-work/pedestrian-safety)

xlii NHTSA. "Pedestrian Safety," 2023. <https://www.nhtsa.gov/book/countermeasures-that-work/pedestrian-safety>

xliii NHTSA. "Pedestrian Safety," 2023. <https://www.nhtsa.gov/book/countermeasures-that-work/pedestrian-safety>

xliv Statista, "Sport Utility Vehicles as a Share of New Vehicle Sales in Selected Markets Worldwide in 2010 and 2018," Statista, October 2019, <https://www.statista.com/statistics/670377/fastest-growing-suv-markets-worldwide/>

xlvi NHTSA. "Bicycle Safety," 2023. <https://www.nhtsa.gov/book/countermeasures-that-work/bicycle-safety>

xlvii "FHWA Course on Bicycle and Pedestrian Transportation." FHWA. Accessed September 20, 2024. https://safety.fhwa.dot.gov/PED_BIKE/univcourse/pdf/swless04.pdf

xlviii NHTSA. "Bicycle Safety," 2023. <https://www.nhtsa.gov/book/countermeasures-that-work/bicycle-safety>

xlix Feng, Fred, Shan Bao, Robert Hampshire, and Michael Delp. "Drivers Overtaking Bicyclists-An Examination Using Naturalistic Driving Data." *Accid Anal Prev.*, June 2018. <https://doi.org/10.1016/j.aap.2018.03.010>

l NHTSA, "Bicycle Safety," NHTSA, 2023, [https://www.nhtsa.gov/book/countermeasures-that-work/bicycle-safety#:~:text=Bicyclists%20accounted%20for%202.2%25%20of,2021%20include%20\(NHTSA%2C%202023\)%3A](https://www.nhtsa.gov/book/countermeasures-that-work/bicycle-safety#:~:text=Bicyclists%20accounted%20for%202.2%25%20of,2021%20include%20(NHTSA%2C%202023)%3A)

li Kelley, A. E., Schochet, T., & Landry, C. F. (2004). Risk taking and novelty seeking in adolescence: Introduction to part I. *Annals of the New York Academy of Sciences*, 1021(1), 27–32.

lii Steinberg, L. (2007). Risk Taking in Adolescence: New Perspectives From Brain and Behavioral Science. *Current Directions in Psychological Science*, 16(2), 55-59. <https://doi.org/10.1111/j.1467-8721.2007.00475>

liii "Young Drivers | NHTSA." n.d. [www.nhtsa.gov](https://www.nhtsa.gov/book/countermeasures-that-work/youngdrivers#:~:text=Young%20Driver%20Fatalities%2C%202021&text=Drivers%2016%20to%2019%20years%20old%20were%20involved%20in%204.8). <https://www.nhtsa.gov/book/countermeasures-that-work/youngdrivers#:~:text=Young%20Driver%20Fatalities%2C%202021&text=Drivers%2016%20to%2019%20years%20old%20were%20involved%20in%204.8>

liiii Centers for Disease Control and Prevention (CDC). 1991-2021 High School Youth Risk Behavior Survey Data.

liv FHWA. (2022b, December). Highway statistics 2021 – policy. Table DL-20.

lv "Older Drivers | NHTSA." n.d. [www.nhtsa.gov](https://www.nhtsa.gov/book/countermeasures-that-work/older-drivers). <https://www.nhtsa.gov/book/countermeasures-that-work/older-drivers>

- lvi Rosenbloom, S., & Santos, R. (2014). Understanding older drivers: An examination of medical conditions, medication use, and travel behavior. AAA Foundation for Traffic Safety.
- lvii "Older Drivers | NHTSA." n.d. www.nhtsa.gov. <https://www.nhtsa.gov/book/countermeasures-that-work/older-drivers>.
- lviii U.S. Census Bureau, "Age and Sex," 2022. American Community Survey, ACS 5-Year Estimates Subject Tables, Table S0101, 2022, accessed on October 1, 2024, <https://data.census.gov/table/ACSST5Y2022.S0101?g=050XX00US17201>.
- lix NCSA. (2023). <https://crashstats.nhtsa.dot.gov/Api/Public/ViewPublication/813466> (Report No. DOT HS 813 466). National Highway Traffic Safety Administration.
- lx Insurance Institute for Highway Safety. (2023a). <https://www.iihs.org/topics/fatality-statistics/detail/motorcycles-and-atvs>.
- lxi Insurance Institute for Highway Safety. (2023a). <https://www.iihs.org/topics/fatality-statistics/detail/motorcycles-and-atvs>.
- lxii NCSA. (2023). <https://crashstats.nhtsa.dot.gov/Api/Public/ViewPublication/813466> (Report No. DOT HS 813 466). National Highway Traffic Safety Administration.
- lxiii Illinois Secretary of State, "2022 Registration Counts by County" (Illinois Secretary of State, January 1, 2023), <https://www.ilsos.gov/departments/vehicles/statistics/lpcountycounts/2022countycounts.pdf>.
- lxiv IDOT, "Motorcycle Helmet Usage in Illinois: June 2017 Observational Survey Results" (IDOT, June 2017), [https://idot.illinois.gov/content/dam/soi/en/web/idot/documents/transportation-system/reports/safety/evaluations/motorcycle-helmet/2017-helmet--use--\(july\).pdf](https://idot.illinois.gov/content/dam/soi/en/web/idot/documents/transportation-system/reports/safety/evaluations/motorcycle-helmet/2017-helmet--use--(july).pdf).
- lxv Anderson, Michael L, and Maximilian Auffhammer. "Pounds That Kill: The External Costs of Vehicle Weight." University of California, Berkeley, May 2013. https://are.berkeley.edu/~mlanderson/pdf/anderson_auffhammer.pdf.
- lxvi "Traffic Safety Facts 2021 Data: Heavy Vehicles." NHTSA, June 2023. <https://crashstats.nhtsa.dot.gov/Api/Public/ViewPublication/813452.pdf>.
- lxvii nsc Injury Facts. "Large Trucks," 2023. <https://injuryfacts.nsc.org/motor-vehicle/road-users/large-trucks/>.
- lxviii nsc Injury Facts. "Large Trucks," 2023. <https://injuryfacts.nsc.org/motor-vehicle/road-users/large-trucks/>.
- lxix "About Intersection Safety | FHWA." 2015. Dot.gov. 2015. <https://highways.dot.gov/safety/intersection-safety/about>.
- lxx Insurance Institute for Highway Safety. (2023a). <https://www.iihs.org/topics/fatality-statistics/detail/motorcycles-and-atvs>.
- lxxi Insurance Institute for Highway Safety. (2023a). <https://www.iihs.org/topics/fatality-statistics/detail/motorcycles-and-atvs>.
- lxxii Illinois Secretary of State. 2023. "2022 Registration Counts by County." Illinois Secretary of State. <https://www.ilsos.gov/departments/vehicles/statistics/lpcountycounts/2022countycounts.pdf>.
- lxxiii "Illinois Traffic Crash Report: 2019 Instruction Manual for Law Enforcement Agencies SR 1050." 2019. Illinois Department of Transportation. <https://idot.illinois.gov/content/dam/soi/en/web/idot/documents/transportation-system/manuals-guides-and-handbooks/safety/illinois-traffic-crash-report-sr-1050-instruction-manual-2019.pdf>.
- lxxiv IDOT. 2017. "Motorcycle Helmet Usage in Illinois: June 2017 Observational Survey Results." IDOT. [https://idot.illinois.gov/content/dam/soi/en/web/idot/documents/transportation-system/reports/safety/evaluations/motorcycle-helmet/2017-helmet--use--\(july\).pdf](https://idot.illinois.gov/content/dam/soi/en/web/idot/documents/transportation-system/reports/safety/evaluations/motorcycle-helmet/2017-helmet--use--(july).pdf).
- lxxv FHWA, "Intersection Safety," FHWA, May 2, 2023, <https://highways.dot.gov/research/research-programs/safety/intersection-safety>.
- lxxvi 625 ILCS 5/11-605, Ch. 95 1/2, par. 11-605. <https://www.ilga.gov/legislation/ilcs/fulltext.asp?DocName=062500050K11-605>
- lxxvii 625 ILCS 5/11-605 <https://www.ilga.gov/legislation/ilcs/fulltext.asp?DocName=062500050K11-605>
- lxxviii FHWA, "Work Zone Management Program," FHWA, May 24, 2023, https://ops.fhwa.dot.gov/wz/about/about_us.htm.
- lxxix "2018-2022 Illinois Crash Data Trends."
- lxxx FHWA. "Roadway Departure Safety," August 25, 2023. <https://highways.dot.gov/safety/RwD>.
- lxxxi FHWA. "Focus on Reducing Rural Roadway Departures," August 25, 2023. <https://highways.dot.gov/safety/rwd/forrrwd>.
- lxxxii FHWA. "Roadway Departure Safety," August 25, 2023. <https://highways.dot.gov/safety/RwD>.
- lxxxiii Bert, Kate. "Reducing Rural Roadway Departures: When and Why Departures Occur." TAPCO, October 31, 2021. <https://www.tapconet.com/resource-center/blog/reducing-rural-roadway-departures-why-rural-roadway-departures-happen-/#:~:text=The%20heightened%20risk%20of%20roadway,Older%20drivers>.
- lxxxiv Bert, Kate. "Reducing Rural Roadway Departures: When and Why Departures Occur." TAPCO, October 31, 2021. <https://www.tapconet.com/resource-center/blog/reducing-rural-roadway-departures-why-rural-roadway-departures-happen-/#:~:text=The%20heightened%20risk%20of%20roadway,Older%20drivers>.

happen-/#:~:text=The%20heightened%20risk%20of%20roadway,Older%20drivers.

lxxxv Bert, Kate. "Reducing Rural Roadway Departures: When and Why Departures Occur." TAPCO, October 31, 2021. <https://www.tapconet.com/resource-center/blog/reducing-rural-roadway-departures-why-rural-roadway-departures-happen-/#:~:text=The%20heightened%20risk%20of%20roadway,Older%20drivers.>

lxxxvi U.S. Department of Transportation. 2023. "Promising Practices for Meaningful Public Involvement in Transportation Decision-Making."

lxxxvii Ibid.

lxxxviii Ibid.

lxxxix Federal Highway Administration. 2013. "Performance-Based Planning and Programming Guidebook." [https://www.transit.dot.gov/sites/fta.dot.gov/files/Performance Based Planning and Programming Guidebook.pdf](https://www.transit.dot.gov/sites/fta.dot.gov/files/Performance%20Based%20Planning%20and%20Programming%20Guidebook.pdf)

xc Ibid.

xci United States Department of Transportation. National Roadway Safety Strategy. January 2022. <https://www.transportation.gov/sites/dot.gov/files/2022-02/USDOT-National-Roadway-Safety-Strategy.pdf>

xcii United States Department of Transportation. National Roadway Safety Strategy. January 2022. <https://www.transportation.gov/sites/dot.gov/files/2022-02/USDOT-National-Roadway-Safety-Strategy.pdf>



Region 1 Planning Council

127 N Wyman St. Suite 100

Rockford, Illinois 61101

815-319-4180 | info@r1planning.org



**WINNEBAGO
COUNTY**

— ILLINOIS —

Winnebago County Administration Building

404 Elm St. #533

Rockford, IL, 61101

(815) 319-4444 | wincoil.gov



Resolution Executive Summary

Prepared By: Winnebago County Highway Department

Committee: Public Works Committee

Committee Date: Tuesday, May 13, 2025

Resolution Title:

(25-035) Resolution Adopting a Policy for Celebrate Life Memorials along the Perryville Path

Board Meeting Date: Thursday, May 22, 2025

Budget Information:

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

Background Information:

The County receives inquiries every so often about the placement of memorials along the Perryville Path. Certain areas of the Path could accommodate them if accepted by the County Board. This policy is to create guidelines of what can or cannot be accepted. The cost would be borne by the applicants.

Recommendation:

Staff recommends approval.

Contract/Agreement:

N/A

Legal Review:

By the State Attorney's office.

Follow-Up:

Policy will be posted in the website if approved.

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

25-CR-XXX

**SUBMITTED BY: PUBLIC WORKS COMMITTEE
SPONSORED BY: DAVE TASSONI**

**RESOLUTION ADOPTING A POLICY FOR
CELEBRATE LIFE MEMORIALS ALONG THE PERRYVILLE PATH**

WHEREAS, the Winnebago County Highway Department receives from time-to-time requests to install Celebrate Life Memorials along the Perryville Path; and

WHEREAS, there is currently no policy concerning what can and can't be install for such Memorials along the Perryville path; and

WHEREAS, the Winnebago County Highway Departments has drafted a "Celebrate Life" policy for certain areas of the Perryville Path which is attached; and

WHEREAS, it is in the public interest to adopt the Winnebago County Highway Department "Celebrate Life" policy for Perryville Path as attached.

NOW, THEREFORE BE IT RESOLVED by the County Board of the County of Winnebago, Illinois that the Winnebago County Highway Department "Celebrate Life" policy for certain areas of the Perryville Path as attached is adopted by the County; and

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

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 Winnebago County Auditor, Administrator and Engineer.

Respectfully submitted
PUBLIC WORKS COMMITTEE

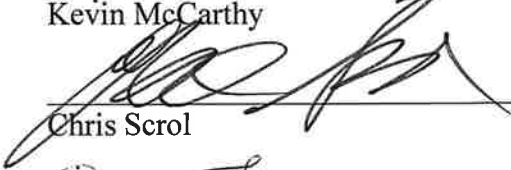
AGREE



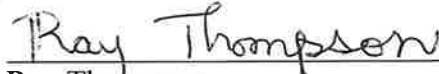
Dave Tassoni, Chairman



Kevin McCarthy



Chris Scrol



Ray Thompson



Jim Webster

DISAGREE

Dave Tassoni, Chairman

Kevin McCarthy

Chris Scrol

Ray Thompson

Jim Webster

The County Board of the County of Winnebago, Illinois this ____ day of _____,
2025, adopted the above and foregoing Resolution.

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

ATTEST:

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



WINNEBAGO COUNTY

— ILLINOIS —

WINNEBAGO COUNTY HIGHWAY DEPARTMENT
CELEBRATE LIFE MEMORIALS POLICY
ALONG CERTAIN AREAS OF THE PERRYVILLE PATH

The Winnebago County Highway Department's Celebrate Life Memorials Policy is to allow the planting of trees, installation of plaques and benches along certain areas of the Perryville Path maintained by the Highway Department. These memorials must comply with the following guidelines:

General Guidelines

1. General:

- An application must be submitted to the Winnebago County Highway Department for approval. The Applicant will incur the cost of said memorial, which can include planting a tree, installing a plaque or installing a park bench. Work cannot start until approved in writing by the Highway Department.

2. Placement:

- Only certain areas of the Perryville Path can receive memorials. The Highway Department will coordinate with the applicant for the location of said memorial.

3. Trees:

- Applicants may select from recommended tree varieties suitable for the chosen location to ensure optimal growth.
- Each tree includes a 6" x 9" bronze plaque with a personalized message. Plantings occur in the spring and fall.
- If a tree dies or is damaged due to disease or any other reason, and the applicant opts not to fund a replacement, the commemorative plaque (if available) will be returned to the donor.

4. Benches:

- Benches can be installed year-round, weather permitting, and include a 6" x 9" bronze plaque with a personalized message.
- If a bench is vandalized or damaged and the donor chooses not to fund repairs or replacement, the plaque (if available) will be returned to the donor.

5. Ownership and Maintenance:

- The Highway Department retains ownership of all memorial trees and benches. Decorations, personalization, or adornments by donors are prohibited.
- Applicants will be contacted if a plaque, bench, or tree must be relocated.

6. Placement Agreement

- Trees and benches are placed in their final locations by mutual agreement between the applicant and the Highway Department.

WINNEBAGO COUNTY HIGHWAY DEPARTMENT: CELEBRATE LIFE PROGRAM - POLICY

Tree Details

- **Location and Type:** Final placement, tree type, and size are determined by staff. Availability varies by location.
- **Tree specifications:**
 - Deciduous trees: 1.5" – 3" caliper
 - Conifer trees: 6' tall
- **Planting Schedule:**
 - Spring planting: before May 15
 - Fall planting: before October 15
- **Bronze Plaque:** 6" x 9" with up to 25 characters per line (4 – 5 lines), installed at the tree base.

Bench Details

- **Material:** Benches are to be made of durable, recycled polyethylene.
- **Installation method:** to be approved by the Highway Department

This policy ensures a lasting tribute to loved ones or special occasions while maintaining the beauty and integrity of the Perryville Path, a shared-use path maintained by the Highway Department.

Public Safety & Judiciary Committee



Resolution Executive Summary

Prepared By: Marlana Dokken

Committee: Public Safety & Judiciary Committee

Committee Date: May 12, 2025

Resolution Title: RESOLUTION AUTHORIZING THE EXECUTION OF A MUTUAL AID AGREEMENT WITH THE ILLINOIS CORONERS AND MEDICAL EXAMINERS ASSOCIATION

County Code: Not Applicable

Board Meeting Date: May 22, 2025

Budget Information:

Was item budgeted? n/a	Amount: n/a
If not, explain funding source: n/a	
ORG/OBJ/Project Code: n/a	Budget Impact: n/a

Background Information: The Winnebago County Coroner wishes to prepare for emergencies which may require they provide aid and assistance to other county coroners, as well as request aid and assistance from other county coroners. The Winnebago County Coroner's Office has a long-held mutual aid agreement; however, with administrative changes occurring across many counties, the Winnebago County Coroner wishes to update the agreement. This intergovernmental agreement authorizes Winnebago County Coroner's participation in the Illinois Coroners and Medical Examiners mutual aid agreement effective upon the approval of this Resolution.

Recommendation: The Winnebago County Coroner recommends approval of agreement.

Contract/Agreement: Attached

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

Follow-Up: The Coroner's Office will proceed with the execution of the agreement(s).

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

Sponsored by: Brad Lindmark, Committee Chairman

Submitted by: Public Safety & Judiciary Committee

2025 CR

**RESOLUTION AUTHORIZING THE EXECUTION OF A MUTUAL AID AGREEMENT WITH THE
ILLINOIS CORONERS AND MEDICAL EXAMINERS ASSOCIATION**

WHEREAS, the Constitution of the State of Illinois, 1970, Article VII, Section 10, authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or ordinance; and

WHEREAS, the “Intergovernmental Cooperation Act”, 5 ILCS 220/1 *et seq.*, provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government; and

WHEREAS, Section 5 of the Intergovernmental Cooperation Act, 5 ILCS 220/5, provides that any one or more public agencies may contract with any or more public agencies to perform any governmental service, activity, or undertaking which any of the public agencies entering into the contract is authorized by law to perform, provided that such contract shall be authorized by the governing body of each party to the contract; and

WHEREAS, the Winnebago County Coroner wishes to prepare for potential emergencies which may require that they provide aid and assistance to other county coroners or that the Winnebago County Coroner may request aid and assistance from other county coroners; and

WHEREAS, the objective of preparing for these emergencies can be furthered by the establishment of a state-wide mutual aid and assistance system between and among the county coroners of this state by and through the Illinois Coroners and Medical Examiners Association.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, that the County Board Chairman and County Coroner shall be authorized to enter into this intergovernmental agreement that authorizes Winnebago County Coroner’s participation in the Illinois Coroners and Medical Examiners mutual aid agreement effective upon the approval of this Resolution.

BE IT FURTHER RESOLVED, that the Clerk of the County Board is hereby directed to prepare and deliver certified copies of this Resolution to the Winnebago County Coroner, and County Board Office.

Respectfully submitted,
PUBLIC SAFETY AND JUDICIARY COMMITTEE

AGREE

DISAGREE

BRAD LINDMARK, CHAIR

BRAD LINDMARK, CHAIR

AARON BOOKER

AARON BOOKER

ANGIE GORAL

ANGIE GORAL

KEVIN MCCARTHY

KEVIN MCCARTHY

TIM NABORS

TIM NABORS

CHRIS SCROL

CHRIS SCROL

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Resolution was adopted by the County Board of the County of
Winnebago, Illinois this ____ day of _____ 2025.

ATTESTED BY:

LORI GUMMOW

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

JOSEPH V. CHIARELLI

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

ILLINOIS CORONERS & MEDICAL EXAMINERS ASSOCIATION

Mutual Aid Agreement

This Agreement made and entered into the date set forth next to the signature of the respective parties, by and between the units of local government subscribed hereto (hereafter "Unit(s)") that have approved this Agreement and adopted same in manner as provided by law and are hereafter listed at the end of this Agreement.

WHEREAS, the Constitution of the State of Illinois, 1970, Article VII, Section 10, authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or ordinance; and,

WHEREAS, the "Intergovernmental Cooperation Act", 5 ILCS 220/1 et seq., provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government; and,

WHEREAS, Section 5 of the Intergovernmental Cooperation Act, 5 ILCS 220/5, provides that any one or more public agencies may contract with any one or more public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform, provided that such contract shall be authorized by the governing body of each party to the contract; and,

WHEREAS, the parties hereto have determined that it is in their best interests to form mutual aid alliances and pacts through the Illinois Coroners and Medical Examiners Association to provide for the coordination of planning, development of model procedures and guidelines, training, assets and resources, personnel augmentation and other necessary functions to further the provision of protection of life and property and provide for fatality management during an emergency or disaster.

NOW, THEREFORE, in consideration of the foregoing recitals, the Unit's membership in the Illinois Coroners and Medical Examiners Association, and the covenants contained herein, **THE PARTIES HERETO AGREE AS FOLLOWS:**

SECTION ONE

Purpose of Agreement

This Agreement is made in recognition of the fact that natural or man-made occurrences may result in emergencies that exceed the resources, equipment and/or personnel of a county coroner or medical examiner. Each coroner or medical examiner who signs a copy of this Agreement has and does express its intent to aid and assist the other participating coroners or medical examiners during an emergency by assigning some of their resources, equipment and/or personnel to the affected coroner/medical examiner as circumstances permit and in

accordance with the terms of this Agreement. The specific intent of this Agreement is to safeguard the lives, persons and property of citizens during an emergency, effect prompt and efficient investigation, identification, and disposition of fatalities during such an emergency, and promote the general health and welfare of the populace by enabling other coroners and medical examiners to provide additional resources, equipment and/or personnel as needed.

SECTION TWO

Definitions

For the purpose of this Agreement, the following terms as used in this agreement shall be defined as follows:

- A. "Illinois Coroners and Medical Examiners Mutual Aid System" hereinafter referred to as "IC&MEMAS": A definite and prearranged plan whereby response and assistance is provided to an Affected/Stricken Unit by the Aiding Unit(s) in accordance with the system established and maintained by the IC&MEMAS Member Units and amended from time to time;
- B. "Member Unit": A unit of local government whose duties expressed by a matter of law or ordinance provide for the investigation of death occurring under violent, unusual or suspicious circumstances, and generally referred to as a coroner, medical examiner, or sheriff-coroner or an intergovernmental agency and the units of which the intergovernmental agency is comprised which is a party to the IC&MEMAS Agreement and has been appropriately authorized by the governing body to enter into such agreement, and to comply with the rules and regulations of IC&MEMAS;
- C. "Affected/Stricken Unit": A Member Unit which requests aid through the Illinois Emergency Management Agency (IEMA) or through the Illinois Coroners and Medical Examiners Association under the IC&MEMAS plan,
- D. "Aiding Unit": A Member Unit furnishing equipment, personnel, and/or services to an Affected/Stricken Unit;
- E. "Emergency/Disaster": An occurrence or condition in a Member Unit's territorial jurisdiction which results in a situation of such magnitude and/or consequence that it cannot be adequately handled by the Affected/Stricken Unit and such that a Member Unit determines the necessity and advisability of requesting aid;
- F. "Illinois Coroners and Medical Examiners Association Regions": the geographically associated Member Units of unit of which have been grouped for operational efficiency and representation of those Member Units;
- G. "Training": the regular scheduled practice of emergency procedures during non-emergency drills/exercises/ and classroom education to implement the necessary joint operations of IC&MEMAS

SECTION THREE

Agreement to Effectuate the Mutual Aid Plan

Each undersigned party agrees that in the event of an emergency, they will respond to requests for assistance by a stricken coroner/medical examiner with such personnel, equipment, facilities, or services as is, in the opinion of the aiding coroner/medical examiner, available for deployment. Provided, however, that each party reserves the right to refuse to render assistance or to recall any or all rendered assistance, whenever it believes that such refusal or recall is necessary to ensure adequate service of its own jurisdiction or personnel.

It is expected that requests for mutual aid under this Agreement will be initiated only when the needs of the stricken agency exceed its resources. Aiding agencies will be released and returned to their own jurisdictions as soon as the situation is restored to the point where the stricken agency is able to satisfactorily handle the situation with its own resources or when an aiding agency decides to recall its assistance.

Whenever an emergency is of such magnitude and consequence that it is deemed advisable by the senior officer present, of the stricken coroner/medical examiner, to request assistance from an aiding coroner/medical examiner, he is hereby authorized to do so, under the terms of this mutual aid agreement.

The senior officer present of the aiding coroner/medical examiner is authorized to and shall forthwith take the following actions:

- Immediately determine what type of assistance is being requested.
- Immediately determine if the requested resources, equipment and/or law enforcement personnel can be committed to the stricken coroner/medical examiner.
- Immediately dispatch the resources, equipment and/or law enforcement personnel that are available to the stricken coroner/medical examiner.

At the emergency site, the most senior officer of the stricken coroner/medical examiner who is present shall assume full responsibility and authority for coroner/medical examiner operations at the scene. Uniform incident command and incident management structures shall be put in to place. Coroner and medical examiner personnel from the aiding agencies shall report to and shall work under the direction and supervision of the stricken agency. Provided, however, that at all times, the personnel of the aiding agencies shall remain employees of their own agency and shall adhere to the policies and procedures of their own employer. While working under the direction of the aiding agency, personnel shall only be required to respond to lawful orders.

All services performed under this Agreement shall be rendered without charge to the coroner/medical examiner rendering aid; however any expenses recoverable from third parties shall be equitably distributed among responding parties. Nothing herein shall operate to bar any recovery of funds from any state or federal agency under any existing statutes.

Each participating coroner/medical examiner shall assume sole responsibility for indemnifying their own employees, as provided by state or federal law and/or local ordinance, and for providing personnel benefits, including benefits that arise due to injury or death, to their own employees as required by state or federal law. Each participating agency shall also be responsible, regardless of fault, for repairing or replacing any damage to their own vehicles or equipment that occurs while providing assistance under this Agreement.

The participating agencies agree that this Agreement shall not give rise to any liability or responsibility for the failure to respond to any request for assistance made pursuant to this Agreement. This Agreement shall not be construed as or deemed to be an Agreement for the benefit of any third party or parties, and no third party or parties shall have any right of action whatsoever hereunder for any cause whatsoever.

The participating agencies further agree that each agency will be responsible for defending their own respective entity in any action or dispute that arises in connection with or as the result of this Agreement and that each agency will be responsible for bearing their own costs, damages, losses, expenses, and attorney fees.

The Illinois Coroners and Medical Examiners Association, through its Executive Board and committee structure will establish and maintain an operational plan and guidelines for giving and receiving aid under this Agreement. Said plan will be reviewed, updated and tested at regular intervals.

SECTION FOUR

Adoption

This mutual aid agreement shall be in full force and an in effect when approved and executed by a representative of a participating coroner or medical examiner who has the legal authority to sign and enter into this Agreement on behalf of that coroner or medical examiner office.

SECTION FIVE

Termination

Any participating coroner/medical examiner may withdraw from this Agreement upon giving ninety (90) days written notice addressed to each of the other participating agencies.

A RESOLUTION AUTHORIZING THE EXECUTION OF A MUTUAL AID AGREEMENT WITH THE ILLINOIS CORONERS AND MEDICAL EXAMINERS ASSOCIATION

WHEREAS, the Constitution of the State of Illinois, 1970, Article VII, Section 10, authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or ordinance; and,

WHEREAS, the "Intergovernmental Cooperation Act", 5 ILCS 220/1 et seq., provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government; and,

WHEREAS, Section 5 of the Intergovernmental Cooperation Act, 5 ILCS 220/5, provides that any one or more public agencies may contract with any one or more public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform, provided that such contract shall be authorized by the governing body of each party to the contract; and,

WHEREAS, the _____ County Coroner wishes to prepare for potential emergencies which may require that they provide aid and assistance to other county coroner's or that the _____ County Coroner may request aid and assistance from other county coroner's; and,

WHEREAS, the objective of preparing for these emergencies can be furthered by the establishment of a state-wide mutual aid and assistance system between and among the county coroner's of this state by and through the Illinois Coroners and Medical Examiners Association;

NOW, THEREFORE, BE IT RESOLVED, by the County Board of _____ County Illinois, that the County Board Chairman and County Coroner be authorized to enter into this intergovernmental agreement that authorizes _____ County Coroner's participation in the Illinois Coroners and Medical Examiners mutual aid agreement effective upon the approval of this resolution

Adopted this ____ day of _____, 2012.

County Board Chairman

Attest:

County Clerk

Respectfully submitted,

Public Safety Committee

SECTION 6

Signatory Page

This signatory certifies that this mutual aid agreement, for the Illinois Coroners and Medical Examiners Association (ICMEA), has been adopted and approved, if necessary, by ordinance, resolution, memorandum of understanding or other manner approved by law, a copy of which document is attached hereto.

Political Entity or Agency

Coroner/Medical Examiner/Agency Head

Chairman, President or other Chief
Executive Officer (if applicable)

Title

Date

Date

Attest:

For Illinois Coroners & Medical Examiners Assoc.

Title

Date

Date



Resolution Executive Summary

Prepared By: Marlana Dokken
Committee: Public Safety & Judiciary Committee
Committee Date: May 12, 2025
Resolution Title: RESOLUTION AUTHORIZING THE CHAIRMAN OF THE COUNTY BOARD TO EXECUTE A WINNEBAGO COUNTY MENTAL HEALTH BOARD AMENDMENT TO THE FUNDING AGREEMENT
County Code: Not Applicable
Board Meeting Date: May 22, 2025
Budget Information:

Was item budgeted?	Yes	Amount:	\$1,799,388.37
If not, explain funding source: Winnebago County Community Mental Health Board			
ORG/OBJ/Project Code:		Budget Impact: n/a	

Background Information: The County of Winnebago, Illinois (County) and the 17th Judicial Circuit Court propose to approve the Amendment to the Funding Agreement (Amendment) with the Winnebago County Community Mental Health Board (WCCMHB) to provide behavioral health services at the Resource Intervention Center (RIC), the Juvenile Resource Intervention Center (JRIC), and the Juvenile Detention Center (JDC). The County will extend agreements with service provider to administer behavioral health service provision at the three (3) locations. Also included is funding for security, supplies, and grant compliance support which will be provided by the County. Pursuant to the Amendment, the County and WCCMHB desire to extend the term of the original Funding Agreement for an additional two (2) years, with a new end date of May 31, 2027, an additional allocation of funds, and including any approved unspent funds from Program Year 4.

Recommendation: Approve Amendment to the Funding Agreement with the WCCMHB, budgeted for services at the following locations:

a. Resource Intervention Center	\$412,710.62
b. Juvenile Resource Intervention Center	\$412,710.65
c. Juvenile Detention Center	\$973,967.10

Contract/Agreement: County will approve WCCMHB Amendment to the Funding Agreement and amend agreements with sub-awardee.

Legal Review: Legal has reviewed the Amendment and will review all amended sub-awards prior to execution.

Follow-Up: Chairman's Office of Criminal Justice Initiatives and the 17th Judicial Circuit Court will proceed with the execution of the agreement(s).

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

Sponsored by: Brad Lindmark
Submitted by: Public Safety and Judiciary Committee

2025 CR

**RESOLUTION AUTHORIZING THE CHAIRMAN OF THE COUNTY BOARD TO EXECUTE A
WINNEBAGO COUNTY MENTAL HEALTH BOARD AMENDMENT TO THE FUNDING
AGREEMENT**

WHEREAS, the County of Winnebago, Illinois and the 17th Judicial Circuit Court have been awarded funding from the Winnebago County Community Mental Health Board (WCCMHB) for Program Years 5-6; and

WHEREAS, pursuant to the proposed Amendment, the County and WCCMHB desire to extend the term of the original Funding Agreement for an additional two (2) years, with a new end date of May 31, 2027, an additional allocation of funds, and including any approved unspent funds from Program Year 4; and

WHEREAS, the Public Safety and Judiciary Committee of the County Board for the County of Winnebago, Illinois, has reviewed the Amendment to Funding Agreement, attached hereto as Exhibit A, and recommends its approval.

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, Illinois, an Amendment to the Funding Agreement with the Winnebago County Community Mental Health Board, in the total dollar amount of one million seven hundred ninety-nine thousand three hundred eighty-eight dollars and thirty-seven cents (\$1,799,388.37), in substantially the same form as that set forth in Exhibit A.

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

Respectfully submitted,
PUBLIC SAFETY and JUDICIARY COMMITTEE

AGREE

DISAGREE

BRAD LINDMARK, CHAIR

BRAD LINDMARK, CHAIR

AARON BOOKER

AARON BOOKER

ANGIE GORAL

ANGIE GORAL

KEVIN MCCARTHY

KEVIN MCCARTHY

TIM NABORS

TIM NABORS

CHRIS SCROL

CHRIS SCROL

RAY THOMPSON

RAY THOMPSON

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____, 2025.

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

ATTEST:

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

**Winnebago County Community Mental Health Board
AMENDMENTS TO FUNDING AGREEMENTS**

THIS AMENDMENT is made this second day of April, 2025 between the **Winnebago County Community Mental Health Board** (hereinafter "WCCMHB") and the County of Winnebago, Illinois (hereinafter "Provider").

WHEREAS, the Winnebago County Community Mental Health Board (WCCMHB) published a three-year strategic plan defining priorities and target populations for Program Years 4-6 and released a Notice of Funding Opportunity for Program Years 4-6 (PY4-6) requesting proposals aligned with the strategic plan priorities for up to 60 million dollars of total funding;

WHEREAS, the WCCMHB approved 38 proposals totaling \$59,954,466.19 for Program Years 4-6;

WHEREAS, the WCCMHB agreed to furnish 13 proposals with one year of grant funding with the following addition to their Funding Agreement (hereinafter the "Agreement");

WHEREAS, Section 1 of the Agreement states "this contract shall commence on June 1st, 2024 and end on May 31st, 2025 (the "Initial Term"). Thereafter, this Agreement may be extended for two additional one-year periods";

WHEREAS, in order to maintain congruence with Section 1 of the Funding Agreement, the contract years for the thirteen proposals must be extended for one or two additional years, at a full or reduced amounts;

WHEREAS, the WCCMHB board members reviewed, evaluated, and scored the thirteen PY5-6 renewal applications according to established scoring rubrics, and developed recommendations for these organizations and programs;

NOW THEREFORE, in consideration of the mutual covenants and agreements set forth herein, in the Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

AMENDMENT 1: The Agreement shall be amended to extend an additional two years, with a new end date of May 31st, 2027, and the allocation of the following amount, in addition to any approved unspent funds from Program Year 4, contingent upon Provider's signature of this Amendment;

Organization Name	Project Name	Additional Funding Amount
Winnebago County	Juvenile Detention Center – Reducing Isolation through Expanded Behavioral Health	\$973,967.10
	Juvenile Resource Intervention Center (JRIC) – Behavioral Health Continuation	\$412,710.65
	Resource Intervention Center (RIC) – Behavioral Health Continuation	\$412,710.62

2. AGREEMENT IN FULL FORCE AND EFFECT; DEFINITIONS. Except as herein modified or amended, the provisions, conditions, and terms of the Agreement shall remain unchanged and in full force and effect and are hereby ratified and confirmed by the parties hereto.

3. CONFLICTS OR INCONSISTENCIES. In the event of any conflict or inconsistency between the provisions, conditions, and terms of the Agreement and the provisions, conditions, and terms of the Amendment, the provisions, conditions, and terms of this Amendment shall in all instances govern and control.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment by proper persons duly authorized.

WCCMHB Signature:

Board President
Name:

PROVIDER Signature:


Joseph V. Chiarelli (Apr 11, 2025 14:13 CDT)

Name of Provider: County Of Winnebago, IL
Name of Signor: Joseph V. Chiarelli

Core Program Renewals Amendment - WINN CO ALL - UNSIGNED

Final Audit Report

2025-04-11

Created:	2025-04-11
By:	Marlana Dokken (mdokken@admin.wincoil.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAwOKdt619BorirM89xUdKEXEeePekloye

"Core Program Renewals Amendment - WINN CO ALL - UNSIGNED" History

-  Document created by Marlana Dokken (mdokken@admin.wincoil.gov)
2025-04-11 - 7:07:32 PM GMT
-  Document emailed to joseph Chiarelli (joe@admin.wincoil.gov) for signature
2025-04-11 - 7:08:19 PM GMT
-  Email viewed by joseph Chiarelli (joe@admin.wincoil.gov)
2025-04-11 - 7:10:16 PM GMT
-  Document e-signed by joseph Chiarelli (joe@admin.wincoil.gov)
Signature Date: 2025-04-11 - 7:13:04 PM GMT - Time Source: server
-  Agreement completed.
2025-04-11 - 7:13:04 PM GMT



Adobe Acrobat Sign

UNFINISHED BUSINESS

Appointments

NEW BUSINESS

ANNOUNCEMENTS & COMMUNICATIONS



WINNEBAGO COUNTY

— ILLINOIS —

Announcements & Communications

Date: May 22, 2025

Item: Correspondence to the Board

Prepared by: County Clerk Lori Gummow

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

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

Background: The items listed below were received as correspondence.

1. County Clerk Gummow received from the United States Nuclear Regulatory Commission the following:
 - a. Byron Station – Integrated Inspection Report 05000454/2025001 and 05000455/2025001.
 - b. Summary of April 3, 2025, Meeting with Constellation Energy Generation, LLC Regarding Applicability of Generic Letter 83-11 (EPID L-2025-LRM-0019)
 - c. Byron Station, Unit Nos. 1 and 2 -Issuance of Relief Request I5R-03 Regarding Documentation for Replacement of Pressure Retaining Bolting (EPID L-2024-LLR-0063)
 - d. Monthly Notice; Applications and Amendments to Facility Operating Licenses and Combined Licenses Involving No Significant Hazards Considerations.
 - e. Federal Register/Vol. 90, No. 92/Wednesday, May 14, 2025/Notices
- a. County Clerk Gummow received a Monthly Report from the Winnebago County Clerk and Winnebago County Recorder's Office for February, March, and April, 2025.

Adjournment