



# WINNEBAGO COUNTY

— ILLINOIS —

**REVISED**

## **AGENDA**

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

**Thursday, August 9, 2018**  
**6:00 p.m.**

- 1. Call to Order ..... Chairman Frank Haney**
- 2. Agenda Updates .....Chairman Haney**
- 3. Roll Call ..... Clerk Tiana McCall**
- 4. Invocation ..... Board Member Dave Fiduccia**
- 5. Awards, Proclamations, Presentations, Public Hearings, and Public Participation**
  - A. Awards – None
  - B. Proclamations – “Winnebago County Buy Local Month” – Accepted by Jon Weber, Winnebago Buy Local
  - C. Presentations – Transparency Reports
- 6. Public Comment ..... Registered Speakers**

*Members of the public may address the Board by submitting their request no later than 2 hours prior to the start of the meeting. Contact [www.wincoil.us](http://www.wincoil.us) or (815) 319-4225 for guidelines.*
- 7. Meeting Minutes ..... Clerk McCall**
  - A. Approval of July 12, 2018 minutes
  - B. Layover of July 26, 2018 minutes
- 8. Announcements & Communications ..... Clerk McCall**
  - A. Correspondence (see packet)
- 9. Board Member Correspondence ..... Board Members**
- 10. Chairman’s Report .....Chairman Haney**

11. **County Administrator's Report.....Administrator Carla Paschal**
12. **Approval of Consent Agenda .....Chairman Haney**  
A. Raffle Report
13. **Standing Committee Reports .....Chairman Haney**
- A. Finance Committee..... **Ted Biondo, Committee Chairman**
1. Committee Report
  2. Resolution **Strongly** Encouraging the Sheriff's **Department** to Comply with the Recommendations of the Winnebago County Auditor and the External County Auditor, Baker Tilly
  3. **Ordinance Amending Sections of Chapter 2 of the County Code of Ordinances to be Laid Over (change in 911 department reporting structure)**
- B. Zoning Committee ..... **Jim Webster, Committee Chairman**  
Planning and Zoning Requests:
1. Z-06-18 A map amendment to rezone +/- 21.84 acres from the AG, Agricultural Priority District to the A2, Agricultural-Related Business District for property that is that is located on the west side of Tate Road, +/- 1800 feet north of Latham Road in Owen Township , District 1
  2. Z-13-18 A map amendment to rezone +/- 36.22 acres from the AG, Agricultural Priority District to the A2, Agricultural-Related Business District for the property that is commonly known as 7918 N. Pecatonica Road, Pecatonica, IL 61063 in Pecatonica Township, District 1
  3. Resolution to Waive the Zoning and Building Fees Associated with Construction of a Ramp to Access a Residence
  4. Committee Report
- C. Economic Development Committee..... **Fred Wescott, Committee Chairman**
1. Committee Report
- D. Operations & Administrative Committee .....**Gary Jury, Committee Chairman**
1. Committee Report
  2. Resolution of a Submission of an Advisory Question of Rail Service to the Electors of Winnebago County
- E. Public Works Committee .....**Dave Kelley, Committee Chairman**
1. Committee Report
  2. (18-025) Resolution Authorizing an Agreement for the Acceptance of Property Transfer from the State of Illinois in the Area of Riverside Blvd./Alpine Road/Forest Hills Road  
Cost: \$00.00 C.B. District: 17 & 20
- F. Public Safety Committee..... **Dave Fiduccia, Committee Chairman**

1. Committee Report

G. Government Affairs & Strategic Planning.....**Jean Crosby, Committee Chairman**

1. Committee Report

**14. Unfinished Business .....Chairman Haney**

**15. New Business.....Chairman Haney**

A. Board Appointment(s)

1. Cherry Valley Fire Protection: Rebecca Ihne – Reappointment, Rockford, IL 61109, May 2018 – May 2021

2. 12 Mile Grove Cemetery: Kent Peterson – Reappointment, Pecatonica, IL 61063, December 2017 – December 2023

3. Zoning Board of Appeals: Carol Wilke, Durand, IL 61024, May 2018 – May 2023

4. Durand Sanitary District: Kenneth Gibler, Durand, IL 61024, May 2018 – May 2021

B. Loves Park 911 Legacy Contract

**16. Closed Session .....Chairman Haney**

**17. Adjournment .....Chairman Haney**

**Next Meeting: Thursday, August 23, 2018**



# Proclamation

## *In Recognition of*

# Winnebago County

# Buy Local Month

**WHEREAS**, there are many registered businesses in Winnebago County that provide employment for residents, creating jobs for a large portion of our local population; and,

**WHEREAS**, buying local is an investment which supports local families, and for every \$100 spent at a locally-owned business, nearly half goes back into our community; and,

**WHEREAS**, buying locally-grown food, locally-produced products, and services from locally-owned businesses can help ensure farms and businesses will continue to remain in our community for future generations; and,

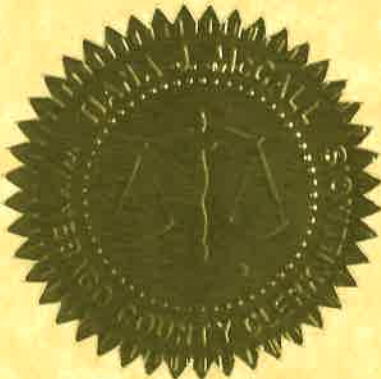
**WHEREAS**, shopping locally is a conscious choice that moves Winnebago County toward self-sustainability and helps reduce our carbon footprint by reducing the packaging and fuel required to ship products from afar; and,

**WHEREAS**, businesses are key partners in helping our community remain viable and regularly support local charities and other organizations.

**NOW, THEREFORE BE IT RESOLVED**, I, Frank Haney, Chairman of the Winnebago County Board, do hereby proclaim August 2018 to be:

## **“Winnebago County Buy Local Month”**

throughout Winnebago County and urge all citizens to recognize the economic, environmental, and social benefits of supporting our community by buying locally.



IN WITNESS WHEREOF, I have hereunto set my hand and cause the seal of the County of Winnebago, Illinois to be affixed this 9<sup>th</sup> day of August, 2018.

Frank Haney, Chairman  
Winnebago County Board

# **ANNOUNCEMENTS & COMMUNICATIONS**



# WINNEBAGO COUNTY

— ILLINOIS —

## Announcements & Communications

Date: August 9, 2018

Item: Correspondence to the Board

Prepared by: County Clerk Tiana McCall

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

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

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

1. County Clerk McCall received from the United States Nuclear Regulatory Commission the following:
  - a. Federal / Vol. 83, No. 147 / Tuesday, July 31, 2018 / Notices
2. County Clerk McCall received the following from the Illinois Environmental Protection Agency:
  - a. A letter regarding Bremner Food Group Inc. (Illinois EPA BOA ID# 201045ABM) Construction Permit (15080036)
  - b. Notice of Application for Permit to Manage Waste (LPC-PA16): Description of Project: Northern/Southern Unit 2018 annual GCCS evaluation & Northern Unit 2018 annual dual-extraction well evaluation, pursuant to Conditions VI.7 and VIII.17 – Northern and Southern Unit of Winnebago Landfill Facility.
  - c. A letter regarding Northern Illinois Svc Co (Illinois EPA BOL ID# 2010405051) Transfer Station Permit (CCDD2018-028)
3. County Clerk McCall received from COMCAST a letter regarding the expiration of upcoming programming agreements.



# WINNEBAGO COUNTY

— ILLINOIS —

**Recommendation:** The Winnebago County Clerk recommends that the correspondence listed be placed on file as a part of the County Board records maintained by the County Clerk.

# **CHAIRMAN'S REPORT**

# **ADMINISTRATOR'S REPORT**

# **CONSENT AGENDA**

## RAFFLE APPLICATION REPORT

Presently the County Clerk's office has Raffle Applications submitted by  
8 different organizations for 9 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
29828	1	ALTER & ROSARY SOCIETY OF ST. ANTHONY CHURCH	09/01/2018-10/11/2018	\$225.00
29829	1	LIFESCAPE COMMUNITY SERVICES, INC.	09/08/2018-09/08/2018	\$500.00
29830	1	LOVES PARK-MACHESNEY PARK CHAMBER OF COMMERCE	09/01/2018-09/13/2018	\$1,000.00
29831	1	ROCKFORD PROMISE	09/15/2018-09/15/2018	\$3,000.00
29832	1	SEVERSON DELLS EDUCATION FOUNDATION	08/11/2018-08/11/2018	\$500.00
29833	1	ST. CONSTANTINE GREEK ORTHOROX CHURCH	08/10/2018-09/09/2018	\$3,500.00
29834	1	UNIVERSITY CLUB OF ROCKFORD	08/10/2018-08/23/2018	\$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
29835	1	AMERICAN CAT FANCIERS ASSOCIATION, INC. - JANESVILLE ALLBREED CAT CLUB	08/18/2018-08/19/2018	\$1,040.00
29836	1	AMERICAN CAT FANCIERS ASSOCIATION, INC. - JANESVILLE ALLBREED CAT CLUB	08/18/2018-08/19/2018	\$1,040.00

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

This concludes my report.

Deputy Clerk Angela Reina

TIANA J. MCCALL  
Winnebago County Clerk

Date 9-Aug-18

# **FINANCE COMMITTEE**

**R E S O L U T I O N**  
**of the**  
**COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS**

Submitted by: Finance Committee

2018 CR

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**RESOLUTION STRONGLY ENCOURAGING THE SHERIFF'S  
DEPARTMENT TO COMPLY WITH THE RECOMMENDATIONS  
OF THE WINNEBAGO COUNTY AUDITOR AND  
THE EXTERNAL COUNTY AUDITOR, BAKER TILLY**

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**WHEREAS**, the office of the Winnebago County Auditor on August 14, 2017, released its report regarding the decentralized bank accounts of over one million dollars maintained by the County Sheriff's department outside the custody of the Treasurer's Office and the county's general ledger, which is subject to monthly audits; and

**WHEREAS**, on July 19, 2018, Baker Tilly, the County's external auditor, in its report recommended that part of the internal audit that should be addressed to allow these funds to be appropriated and approved by the County Board with disbursements subject to the same controls as other county funds according to Generally Accepted Accounting Principles (GAAP); and

**WHEREAS**, Baker Tilly further recommended that the County Sheriff's department implement the recommendations made within the County Auditor's report to prevent potential misstatements to the financial statements of the county, to strengthen internal controls, and to comply with all state and federal regulations; and

**WHEREAS**, County Administration has requested that the County Sheriff's department implement the recommendation of the County Auditor, but the County Sheriff has declined this request for the past 10 months.

**NOW, THEREFORE, BE IT RESOLVED**, that the County Board of the County of Winnebago, in the strongest terms, encourages the County Sheriff to implement the recommendations of both the County Auditor and Baker Tilly, the external auditor, regarding his decentralized bank accounts to prevent potential misstatements to the financial statements of the county, to strengthen internal controls, and to comply with all state and federal regulations.

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

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

Respectfully Submitted,  
**FINANCE COMMITTEE**

**AGREE**

**DISAGREE**

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TED BIONDO, CHAIRMAN

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TED BIONDO, CHAIRMAN

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GARY JURY

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GARY JURY

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JOE HOFFMAN

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JOE HOFFMAN

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BURT GERL

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DAVE BOOMER

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STEVE SCHULTZ

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STEVE SCHULTZ

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JAIME SALGADO

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JAIME SALGADO

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KEITH McDONALD

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KEITH McDONALD

The above and foregoing Resolution was adopted by the County Board of the  
County of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2018.

ATTESTED BY:

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**FRANK HANEY**  
CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO,  
ILLINOIS

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**TIANA MCCALL**  
CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS



# COUNTY OF WINNEBAGO

WINNEBAGO COUNTY AUDITOR

**William D. Crowley, C.F.E.**

Winnebago County Administration Building  
404 Elm Street, Room 201  
Rockford, Illinois 61101

(815) 319-4200  
Fax: (815) 319-4201

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## Decentralized Bank Account Internal Audit (Sheriff's Office)

**August 16th, 2017**

The mission of the Winnebago County Auditor's Office is to safeguard Winnebago County assets and provide objective, accurate and meaningful information about County operations so that the County Board can make informed decisions to better serve County citizens.

### **AUDIT TEAM MEMBER(S):**

Bryan M. Cutler, Chief Deputy Auditor

Copies of County Auditor's reports are available by request.  
Please contact us at:

**Office of the County Auditor**  
404 Elm St., Suite 201 ♦ Rockford, IL 61101 ♦ (815) 319-4200

E-mail your request to: [bcrowley@co.winnebago.il.us](mailto:bcrowley@co.winnebago.il.us)

August 16<sup>th</sup>, 2017

Gary Caruana, Winnebago County Sheriff  
Members of the County Board  
Frank Haney, County Board Chairman  
Amanda Hamaker, County Administrator  
Carla Paschal, Chief Financial and Budget Officer  
Susan Goral, Treasurer

The Winnebago County Auditor's Office is required to perform several duties under Illinois Compiled Statute 55 ILCS 5/Div. 3.1. Sec. 3-1005. The Compiled Statute states that the County Auditor is required to "Maintain a continuous internal audit of the operations and financial records of the officers, agents or divisions of the County. The County Auditor shall have access to all records, documents, and resources necessary for the discharge of this responsibility".

Accordingly, the County Auditor's Office has recently completed an internal audit titled "Decentralized Bank Account Internal Audit (Sheriff's Office)". A decentralized bank account is one held outside the custody of the County Treasurer's Office. Furthermore, the accounts are not reconciled by the Treasurer's Office, transactions are not processed through the County's general ledger accounting system in the Finance Office and the County Auditor is unable to perform monthly claim audits.

Decentralized bank accounts currently in custody of the Sheriff are as follows:

Account Name	Bank	Balance as of 31-May-17	Receipts (8 Months) Oct 16-May 17	Prior Fiscal Year Receipts (2016)
Federal Drug Seizure	IL. Bank & Trust	266,155	3,217	270,852
State Drug Seizure	IL. Bank & Trust	201,976	123,429	85,852
Jail Commissary	IL. Bank & Trust	106,975	217,469	385,425
Jail Inmate Social Security	IL. Bank & Trust	61,843	59,250	88,925
Jail Inmate Trust	IL. Bank & Trust	450,044	Not Applicable	Not Applicable
Nuclear Safety Grant	IL. Bank & Trust	49,307	57,435	0
Sheriff Emergency Response	IL. Bank & Trust	4,191	0	7,300
Imprest Account	IL. Bank & Trust	6,293	15,662	30,312
CJC Fitness	Alpine Bank	9,270	3,575	8,037
		1,156,053	480,036	876,703

In the absence of authoritative guidance or a legitimate business purpose which requires certain accounts to be decentralized, the Auditor's Office will generally always recommend that bank accounts be centralized with the County Treasurer. There are several benefits to centralizing bank accounts with the County Treasurer such as:

- Improved internal controls particularly in creating proper segregation of duties
- Improved operational efficiency
- Streamlined year-end audit process with less risk of omitting material transactions
- Decreased risk of mishandling of funds by employees
- Increased transparency with County Administration, the County Board and constituents.

In regards to the aforementioned accounts we have examined the following:

- The description and purpose of the decentralized account
- Authoritative guidance authorizing establishment of account
- Authoritative guidance on use of funds and compared to actual use
- Internal control policy and timeliness of reconciliations

Our comments, findings and recommendations are below:

## **General Comments:**

### **Finding 1: Incompatible duties lacking segregation of duties**

In our observation the Sheriff's Office is maintaining adequate records and performing timely monthly reconciliations of all accounts in custody. We did however note instances of incompatible segregation of duties across all accounts which could be adjusted.

### **Recommendation 1:**

The handling of receipts and managing of bank accounts should be segregated between different employees. The responsibilities in Group A, below, should not be performed by individuals with the responsibilities in Group B.

#### Group A

Recording accounting entries  
Writing and mailing checks  
Reconciling bank accounts  
Maintenance of general ledger  
Authorizing disbursements  
Maintenance of accounts receivable

#### Group B

Cash receipts (in person or mail)  
Signing checks  
Reviewing bank reconciliations  
Opening and reviewing bank statements  
Approving disbursements  
Performing interbank transfers

## **Account Specific Comments:**

### **Federal Drug Seizure (Bal. \$266,154):**

The Federal Drug Seizure account was established to hold the proceeds from the Department of Justice Equitable Sharing Program which is shared with state and local law enforcement agencies. Among other items, the Guide to Equitable Sharing for State and Local Law Enforcement Agencies manual provides guidance on a wide range of expenditures, such as general law enforcement operations and equipment purchases, for which the shared funds can be used and the associated required bookkeeping procedures.

### **Findings:**

- Accounting for the Federal Drug Seizure account is being completed by the Sheriff's Office and not the Winnebago County Finance Department as required by the Guide to Equitable Sharing for State and Local Law Enforcement Agencies.
- Appropriations for expenditures are not being granted by the County Board prior to the expenditure of funds. The Guide to Equitable Sharing for State and Local Law Enforcement Agencies manual states that the department must "obtain approval for expenditures from the governing body, such as the town council or city manager's office, if appropriate". In our opinion, this indicates a requirement for the expenditure of funds to be approved and appropriated by the County Board similar to other County resources.
- 55 ILCS 5/3-6018 states that "purchases of equipment by the sheriff shall be made in accordance with any ordinance requirements for centralized purchasing through another county office or through the state which are applicable to all county offices." A firearm purchase in the amount of \$21,602 was made without the required competitive bid and award process described in the Winnebago County Code.

### **Recommendations:**

- We recommend that resources contained in the Federal Drug Seizure be turned over to the County Treasurer's pooled cash account and a separate accounting fund be initiated by the Finance Department in the County's general ledger system to account for the revenues and disbursements of the activity.
- We recommend that the planned expenditures of resources in the Federal Drug Seizure account be appropriated by the County Board. However, the Guide to Equitable Sharing for State and Local Law Enforcement Agencies manual recommends that anticipated shared property revenue should not be budgeted due to uncertainty and unpredictability of future receipts.

- For purchases of equipment, we recommend that the Sheriff procure items within the guidelines of the Centralized Purchasing Ordinance contained in the County Code and required by state statute.

#### **State Drug Seizure (Bal. \$201,975):**

The State Drug Seizure account was established to hold the proceeds from a portion of the value of property seized by the State of Illinois which is distributed to the Sheriff's Office. Currently, there are numerous laws throughout the Illinois Compiled Statutes that pertain to property seizures. Guidance pertaining to the distribution and use of the proceeds is contained in the Illinois Controlled Substances Act. The funds may be used for certain drug enforcement related activities and equipment.

#### **Findings:**

There appears to be no authoritative guidance or business purpose which requires this account to be decentralized under the Sheriff. The Illinois Controlled Substances Act is silent on how the funds received by the Sheriff should be held. However, the State's Attorney's Office also receives a portion of the value of seized property under the Illinois Controlled Substances Act which states that resources should be "deposited in a special fund in the county treasury and appropriated to the State's Attorney." We believe the same treatment should be applied to amounts received by the Sheriff.

#### **Recommendations:**

- We recommend that the resources contained in the State Drug Seizure account be turned over to the County Treasurer's pooled cash account and a separate accounting fund be initiated in the County's general ledger system to account for the revenues and disbursements of the activity.
- We recommend that the resources contained in the State Drug Seizure account be appropriated by the County Board. Similar to the Federal Drug Seizure account, only resources currently available should be appropriated.

#### **Jail Commissary (Bal. \$106,975):**

The Jail Commissary account holds profits generated from the commissary program which provides detainees with items or access to services approved by the Sheriff. Section 701.250 Commissary in the Administrative Code Title 20 states, "e) Net profits from the commissary system shall be used for education, recreation or other purposes within the jail for the benefit of detainees, as deemed appropriate by the Sheriff. Profits may be used for record keeping expenses of the commissary."

#### **Findings:**

- There appears to be no authoritative guidance or business purpose which requires this account to be decentralized under the Sheriff.

- We noted one transaction in the amount of \$23,921 to pay the balance of an amount due on corrections transport vehicles. The other portion of the cost of the transport vehicles had been paid from County resources. This transaction appears to be outside the allowable use of the Jail Commissary account.
- The Jail Commissary is currently classified as an agency fund for financial statement reporting. However these funds are not held in trust for any particular inmate on a temporary basis, but instead are restricted for the overall benefit of detainees. We believe this distinction may indicate that the funds should be classified as a special revenue fund for financial statement reporting.

#### **Recommendations:**

- We recommend that resources contained in the Jail Commissary account be turned over to the County Treasurer's pooled cash account and a separate accounting fund be initiated by the Finance Department in the County's general ledger system to account for the revenues and disbursements of the activity. The newly created fund should also be appropriated by the County Board.
- We recommend that all payments be made in accordance with expenses allowed under the Administrative Code. If the account is turned over to the County Treasurer, the County Auditor will review expenses to ensure accordance with the Administrative Code prior to disbursement on a monthly basis.
- The Finance Office should evaluate the financial reporting status of the Commissary account resources and make any changes if necessary.

#### **Jail Inmate Social Security (Bal. \$61,843):**

This account is used to collect incentive payments from the Social Security Administration which are received as a reward for reporting the incarceration of an individual currently receiving Social Security benefits. This reporting is currently being performed by the Department of Information Technology. The guidance from the Social Security Administration provides no restriction on the use of the funds. The proceeds are currently being use to subsidize the Sheriff's budget for the purchase of small equipment, training and other small miscellaneous items.

#### **Findings:**

There appears to be no authoritative guidance or business purpose which requires this account to be decentralized under the Sheriff. Incentive payments are earned utilizing County financial resources and appear to be unrestricted in their use therefore they not should not be diverted into a separate checking account under the control of the Sheriff.

**Recommendations:**

We recommend that the Jail Inmate Social Security checking book be closed and that all revenue generated from incentive payments be deposited into the General Fund.

**Jail Inmate Trust (Bal. \$450,043):**

The Inmate Trust Account exists solely for the management of funds that are received from inmates during their incarceration period. These funds consist of those funds in possession of the inmate taken into custody, money received on behalf of the inmate during their incarceration period, or bond monies received for inmates who have been taken into custody due to a warrant issued in another county. We were unable to locate any clear guidance as to how the funds shall be held, but due to the business purpose of the account and the fact that amounts are receipted and disbursed on a daily basis, we believe this account is properly decentralized.

**Findings:**

None other than indicated in the general comments section.

**Recommendations:**

None other than indicated in the general comments section.

**Nuclear Safety Grant (Bal. \$49,306):**

This account was established to facilitate receipts and disbursements for the Nuclear Safety Grant.

**Findings:**

We acquired the Nuclear Safety Grant agreement and noted that the grant funds are only required to be accounted separately but not held in a separate checking account as is currently the status. This is typical requirement many other grants that currently held in the custody of the Treasurer.

**Recommendations:**

We recommend that the Nuclear Safety Grant checking account be closed and the funds be turned over to the County Treasurer. Accounting for this grant can be accomplished in the project accounting module in the County's primary general ledger system efficiently and reliably.

**Sheriff Emergency Response Team (Bal. \$4,190):**

This account was established to maintain the receipts and disbursements of the Sheriff Emergency Response Team program. The balance is very low in this account and no additional revenue has been received in the audit period.

**Findings:**

There appears to be no authoritative guidance or business purpose which requires this account to be decentralized under the Sheriff.

**Recommendations:**

Assuming no additional revenue associated with the program are expected to be received, we recommend that the Sheriff Emergency Response Team checking balance be spent down to zero and then the account be closed. If additional resources are anticipated to be received in the future, we recommend the current balance be turned over to the County Treasurer and the activity for the program be accounted for in a separate fund within the County's primary general ledger system.

**Imprest Account (Bal. \$6,292):**

This account is utilized to perform a high volume of civil process refunds and make small purchases typical of a petty cash account. The account is reimbursed through the standard monthly process using a monthly voucher issued by the Sheriff's department. The activity is entered by line item into MUNIS. The voucher contains all the support attached. The Counties Code within the Illinois Compiled Statutes permits the Sheriff to maintain a petty cash account. Additionally, the business purpose of this account appears to support that the account remain decentralized.

**Findings:**

None other than indicated in the general comments section.

**Recommendations:**

None other than indicated in the general comments section.

**CJC Fitness (Bal. \$9,270):**

This is an account used to hold donations for the employee's fitness center. The donations will be used to purchase fitness equipment. Additional revenue is being received from commissions on vending machine sales within the Sheriff's Office.

**Findings:**

There appears to be no authoritative guidance or business purpose which requires this account to be decentralized under the Sheriff.

**Recommendations:**

We recommend these resources be turned over to the County Treasurer's pooled cash account and a separate accounting fund be initiated in the County's general ledger system to account for the revenues and disbursements of the activity.

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

Submitted by: Public Safety Committee

2018 CO

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**ORDINANCE AMENDING SECTIONS OF CHAPTER 2  
OF THE COUNTY CODE OF ORDINANCES**

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**WHEREAS**, Chapter 2 of the County Code of Ordinances, Article III, sets forth the duties of various members of the County Administration; and

**WHEREAS**, the County wishes to amend Section 2-124 of Chapter 2, of the County Code of Ordinances.

**NOW, THEREFORE, BE IT ORDAINED**, by the County Board of the County of Winnebago, Illinois, that Chapter 2, Article III of the County Code of Ordinances be amended as follows:

**Sec. 2-124. - Duties.**

The county administrator 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.

(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 and risk management;
- (2) Buildings and maintenance;
- (3) Supervisor of assessments;
- (4) Animal services;
- (5) Human resources;
- (6) Information technology;

(7) Regional planning or economic development;

(8) River Bluff Nursing Home;

(9) County board office;

(10) Veterans Memorial Hall;

(11) Chief financial officer;

(12) County 9-1-1 Center.

**BE IT FURTHER ORDAINED**, that the remainder of Chapter 2, Article III, Section 2-124, of the County Code of Ordinances shall remain unchanged.

**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 Amendment shall be effective immediately upon passage.

**BE IT FURTHER ORDAINED**, that the Winnebago County Clerk shall place a certified copy of this Ordinance Amendment upon its adoption in the records of office of the Winnebago County Clerk.

Respectfully submitted,  
**FINANCE COMMITTEE and PUBLIC SAFETY COMMITTEE**

**AGREE**

\_\_\_\_\_  
Ted Biondo, Finance Chairman

\_\_\_\_\_  
Gary Jury

\_\_\_\_\_  
Joe Hoffman

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Burt Gerl

\_\_\_\_\_  
Dave Boomer

**DISAGREE**

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Ted Biondo, Finance Chairman

\_\_\_\_\_  
Gary Jury

\_\_\_\_\_  
Joe Hoffman

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Burt Gerl

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Dave Boomer

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Steve Schultz

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Steve Schultz

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Jaime Salgado

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Jaime Salgado

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Keith McDonald

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Keith McDonald

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Dave Fiduccia, Public Safety Chairman

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Dave Fiduccia, Public Safety Chairman

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Aaron Booker

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Aaron Booker

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Dorothy Redd

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Dorothy Redd

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Fred Wescott

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Eli Nicolosi

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Eli Nicolosi

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Dan Fellars

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Dan Fellars

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Frank Haney, Chairman of the  
County Board of the  
County of Winnebago, Illinois

ATTEST:

\_\_\_\_\_  
Tiana McCall, Clerk of the  
County Board of the  
County of Winnebago, Illinois

# **ZONING COMMITTEE**

**Attachment**  
**ZONING COMMITTEE**  
**OF THE COUNTY BOARD AGENDA**  
August 9, 2018

**PLANNING AND/OR ZONING REQUESTS:**

1. Z-06-18 A map amendment to rezone +/- 21.84 acres from the AG, Agricultural Priority District to the A2, Agricultural-Related Business District, requested by Borrego Solar Systems, Inc., lessee of site, whom is represented by Michael Klingl, Project Manager, for property that is located on the west side of Tate Road, +/- 1800 feet north of Latham Road in Owen Township.  
PIN(s): Part of PIN: 07-18-400-002 C.B. District: 1  
Les Rating: N/A Consistent W/2030 LRMP – Future Map: YES  
**ZBA Recommends: DENIAL (2-4) 6/13/18 ZBA HEARING**  
**ZBA Recommends: DENIAL (2-4) 7/17/18 ZBA HEARING (inclusive of 6/13/18 & 7/17/18 testimony)**  
**ZC Recommends: APPROVAL (4-2)**
  
  2. Z-13-18 A map amendment to rezone +/- 36.22 acres from the AG, Agricultural Priority District to the A2, Agricultural-Related Business District requested by FFP IL Community Solar, LLC, lessee of site, which is managed by Forefront Power, LLC, whom is represented by Chris Wall, Project Manager, for the property that is commonly known as 7918 N. Pecatonica Road, Pecatonica, IL 61063 in Pecatonica Township.  
PIN(s): Part of PIN: 09-05-200-011 C.B. District: 1  
Les Rating: N/A Consistent W/2030 LRMP – Future Map: YES  
**ZBA Recommends: APPROVAL (4-2)**  
**ZC Recommends: APPROVAL (5-1)**
  
  3. Resolution to Waive the Zoning and Building Fees Associated with Construction of a Ramp to Access a Residence  
**ZC Recommends: APPROVAL (5-0)**
- 

4. **COMMITTEE REPORT (ANNOUNCEMENTS)** - *for informational purposes only; not intended as a public notice*:
  - Chairman, Brian Erickson, hereby announces that a *Zoning Board of Appeals (ZBA)* meeting is scheduled for Wednesday, **September 12, 2018**, 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, **September 26, 2018**, at 5:30 p.m. in Room 303 of the County Administration Building.

*Sponsored by Jim Webster*

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

SUBMITTED BY: ZONING COMMITTEE

2018 CR\_\_\_\_\_

RESOLUTION TO WAIVE THE ZONING AND BUILDING FEES  
ASSOCIATED WITH CONSTRUCTION OF A RAMP TO ACCESS A RESIDENCE

WHEREAS, the Winnebago County, Illinois Code of Ordinances provides that application must be made for a zoning permit and that a building permit prior to construction on a home by person's other than the owner the building; and

WHEREAS, the owner of the property at 4191 Peace Pipe Trail, PIN: 07-33-476-011 Tullock Wood Trails Totem Pole Section Subdivision, Lot 29 suffers from a disability that makes it difficult to use stairs to access the residence; and

WHEREAS, AMBUCS, a 501(c)(3) charitable organization, has decided to assist the owner the property known as 4191 Peace Pipe Trail, Winnebago County, Illinois by building such a ramp, and has requested that the County of Winnebago waive the fees for the zoning and building permits required it to build such ramp; and

NOW THEREFORE, BE IT RESOLVED, the zoning and building permit fees due from the construction of a ramp on the property identified as 4191 Peace Pipe Trail, Winnebago County, Illinois PIN: 07-33-476-011 Tullock Wood Trails Totem Pole Section Subdivision, Lot 29 are hereby waived.

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

BE IT FURTHER RESOLVED, that the Clerk of the County Board is hereby authorized to prepare and deliver a certified copy of this Resolution to the Winnebago County Planning & Zoning Officer, the Winnebago County Building Official, and the Director of Development Services.

Respectfully submitted,  
ZONING COMMITTEE

---

Jim Webster, Chairman

**AGREE**

\_\_\_\_\_  
JIM WEBSTER, CHAIRMAN

\_\_\_\_\_  
ANGIE GORAL

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

\_\_\_\_\_  
DAN FELLARS

\_\_\_\_\_  
DAVE KELLEY

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

\_\_\_\_\_  
STEVE SCHULTZ

**DISAGREE**

\_\_\_\_\_  
JIM WEBSTER, CHAIRMAN

\_\_\_\_\_  
ANGIE GORAL

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

\_\_\_\_\_  
DAN FELLARS

\_\_\_\_\_  
DAVE KELLEY

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

\_\_\_\_\_  
STEVE SCHULTZ

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_ 2018.

\_\_\_\_\_  
FRANK HANEY, CHAIRMAN OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

ATTESTED BY:

\_\_\_\_\_  
TIANNA MCCALL, CLERK OF THE COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS

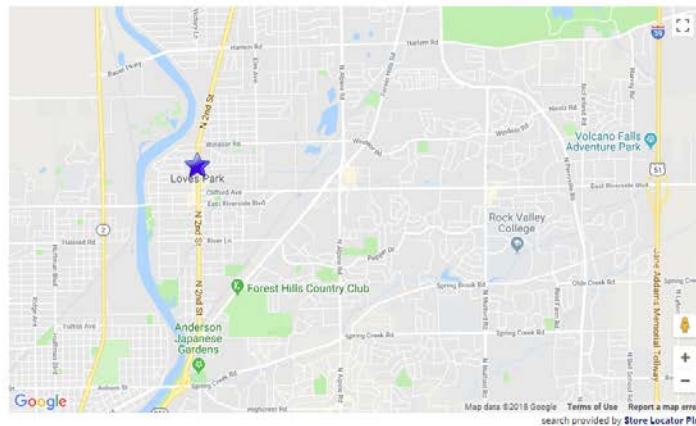
## Chapter Directory

Name

City / State

Within

**SEARCH**



**RIDERS**

**THERAPISTS**

**MEMBERS**

### Get Involved

Chapter Directory

Start a Chapter

Volunteer

Road Show

### ONLINE STORE

#### 1416 Foot Tryke



Our most popular model! The ProSeries 1416 features full trunk support and a rear steering kit can be added!

[SHOP ONLINE >](#)

Secure   <a href="https://ambucs.org/join/chapter-directory/">https://ambucs.org/join/chapter-directory/</a>	
Suggested Sites Imported From IE Wings Member Acc Google Online Employee Ph state of illinois dispo Rockford Events   Ev Outlook Web App ComPor	
<p><b>Windy City Trykes</b></p> <p>Naperville, IL Every Wednesday @ Noon</p> <p>Meeting Place: Spank's Banquet Hall</p> <p>President: Natalya S Bourn</p> <p>Programs: Amtryke, Scholarship</p>	<p><b>Email</b></p> <p>(217) 443-0636</p>
<p><b>Windy City Trykes</b></p> <p>Naperville, IL 1st Day of Month @ 7:00 PM</p> <p>President: Kathe M Foxen</p> <p>Programs: Amtryke</p>	<p>100.8 miles</p> <p><b>Website</b></p> <p><b>Email</b></p> <p>(630) 357-6376</p>
<p><b>Rock River Valley</b></p> <p>Loves Park, IL 2nd Thursday at 6:00pm</p> <p>Meeting Place: Stockholm Inn</p> <p>President: Richard H Lierman</p> <p>Programs: Amtryke, Scholarship, Ramp</p>	<p>117.9 miles</p> <p><b>Website</b></p> <p><b>Email</b></p>
<p><b>Soulard</b></p> <p>St. Louis, MO 3rd Sunday @ 3:30 PM</p> <p>Meeting Place: American Legion #422</p> <p>President: Sandra J Marsh</p> <p>Programs: Amtryke (veteran)</p>	<p>145.0 miles</p> <p><b>Website</b></p> <p><b>Email</b></p> <p>(636) 459-8548</p>
<p><b>Gateway Tykes on Trykes</b></p> <p>St. Louis, MO TBA</p> <p>Meeting Place: TBA</p> <p>President: Adam C Bishop</p> <p>Programs: Amtryke</p>	<p>145.0 miles</p> <p><b>Website</b></p> <p><b>Email</b></p> <p>(812) 841-9355</p>
<p><b>South Eastern Illinois</b></p> <p>Olney, IL Thursdays @ 6:30 pm</p> <p>Meeting Place: The Holiday of Olney</p> <p>President: Marti J Waggoner</p> <p>Programs: Amtryke</p>	<p>148.8 miles</p> <p><b>Email</b></p> <p>(618) 395-4230</p>

(800) 838-1845

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# AMBUCS Nationwide Programs

[← Return to Chapter Toolkit](#)

**AMBUCS is all about the mission: *Creating Mobility and Independence for People with Disabilities*. Each chapter can choose how best to carry out the mission in their own community.**

**Skip to:** [Amtryke](#), [Scholarships for Therapists](#), [Other Community Service](#)

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## ► Amtryke Program

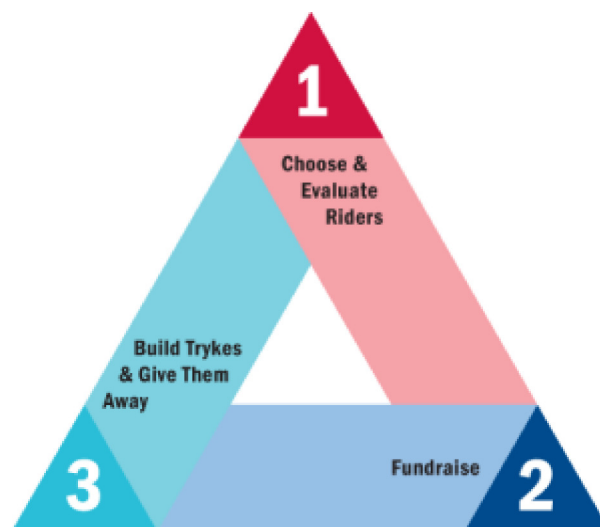
The **Amtryke Program** is most popular mission-based project among AMBUCS chapters (over 90%) for good reason. It gives chapter members boundless opportunities to serve and to personally witness lives tangibly changed by chapter fundraising efforts. Chapters who take part in the program have found it to be a great vehicle to gain community support and publicity.

**Amtryke Year.** It can seem really intimidating at first but when you break it down, running your chapter Amtryke program is just a three or four step process: Evaluation Day (which will give you your fundraising goal), Fundraising, and Tryke Build/Giveaway Day. Your chapter can cycle through this process as many times as you have capacity for. Maybe just once or twice a year or maybe quarterly. Whatever works for your chapter.

**10-for-10 Promotion.** Each new AMBUCS chapter is eligible to participate in our 10-for-10 promotion. As you fundraise for and purchase your first trykes as a chapter, the ARC will match each tryke purchased with a free one of equal or lesser value. You do not need to buy all 10 at once and you have up to two years to buy your first 10 and get 10 free. Only the tryke (not the adaptations or shipping) is matched. Trykes purchased at trailer or evaluation site pricing are not eligible for 10-for-10.

**Chapter Wish List.** Many chapters are unable to fundraise fast enough to keep up with the local demand for Amtrykes. Don't panic, that's totally normal. Most chapters end up keeping their own chapter wish list.

The ARC has an **Access database** you can use or you can keep the information another way. There are several **Required Documents** that the recipient's parent/guardian and the recipient's physical or occupational therapist will need to fill out and return to you. You would enter the information on the forms into your database and then fill the wishes as funding becomes available. The Required Documents are updated frequently so please download a new copy at least every 6 months or so.



We strongly recommend that your chapter collects this paperwork from every recipient as a legal precaution (it includes a liability waiver and an image-use waiver). Please also consult our **Improper Sexual Conduct Policy** for further risk management tips.

Starting a crowdfunding account may help fund trykes more quickly. Crowdfunding is so effective because it collects small donations from many people and reaches those closest to the rider. (See crowdfunding discussion in **Fundraising**.)

In many ways, maintaining a reasonably sized wish list is all about maintaining relationships with your evaluating therapists (whether or not they're a member). Feel free to give each evaluator a limit... for instance, "only 3 kids a year, please." Also don't be shy to set criteria, like the child must be unable to safely ride a traditional bike and that the parents are involved and likely to help the child ride frequently.

**Amtryke Person.** Please choose one person in your chapter to place all Amtryke orders. This cuts down on a lot of confusion and duplicated orders, etc. This person may also act as the leader of your chapter's Amtryke team. (see Key Roles discussion in **Membership Development**.)

**Ordering.** You can order both Amtrykes and AMBUCS chapter supplies online at [www.amtrykestore.org](http://www.amtrykestore.org). If you request a chapter login, you can access chapter pricing and (for both Amtryke and AMBUCS orders) request we invoice your chapter rather than paying immediately with credit card (30-day terms).

Or you can order via email ([roxannen@ambucs.org](mailto:roxannen@ambucs.org)) or phone (800-838-1845 x116).

Please provide Amtryke with your **order, name, address, phone, and email address** as well as the **recipient's name** and the **address the tryke should be shipped to**.

Existing customers will be asked to verify shipping and billing information to insure proper delivery. When requesting a **quote** be sure to specify that's what you want and provide all the same information.

Amtryke/AMBUCS accepts payment via invoice to your chapter (30-day terms), check or credit card: Visa, MasterCard, American Express. Please allow 3 to 5 business days for order processing.

**Shipping.** We ship FedEx ground unless you ask us, when placing the order, to send it a different way. We can provide expedited shipping at additional cost.

We also do palletized **freight shipping** upon request. Shipping freight can potentially save your chapter a lot of money. In order to make it worth it, you must order enough bikes to fill a pallet (about 500 lbs. worth...that's about 10-12 small bikes or 6-8 large bikes. **Sizing Chart** lists weight.) and you will really want to have access to a loading dock – there's about a \$150 fee if you don't. Does one of your members or a friend of the chapter own a business? They might be willing to let you ship to their dock.

**Amtryke Evaluation Site.** Establishing an Evaluation Site is a great way for chapters to identify deserving children or adults who would benefit from an Amtryke. To make a facility an Evaluation Site, the chapter agrees to continually equip the site with current trykes, accessories and training as well as provide trykes to riders who are evaluated by a therapist at the facility. An on-going relationship must be maintained between the chapter and the evaluation site to guarantee success.

Here is the **Evaluation Site Guide** with full details.

Your chapter is responsible for keeping the evaluation site's info up-to-date with the ARC so it is correct on the website.

Evaluation Site pricing is lower than chapter pricing (on trykes and accessories) but there are a few requirements that come along with the reduced pricing. You may only order one model of each tryke for the evaluation site and you cannot reorder that tryke until a new model comes out. Neither the chapter nor the evaluation site may give away trykes you've purchased for the evaluation site until they become obsolete. Evaluation site bikes do not count towards 10-for-10.

**Amtryke Trailer.** Purchasing and maintaining an Amtryke trailer has become an increasingly popular choice among chapters. Occasionally several chapters in the same region agree to split the cost, maintenance and use of a trailer. This trailer full of trykes and adaptations is a perfect tool on wheels. Use at tryke giveaways, fundraisers, community events, and bike days to introduce a community and therapists to the many models of Amtrykes and the mission of AMBUCS.

Trailer pricing is lower than chapter pricing (for trykes and accessories) but there are a few requirements that come along with the reduced pricing. You may only order one model of each tryke for your trailer and you cannot reorder that tryke until a new model comes out. You may not give away trykes you've purchased for your trailer until they become obsolete. Trailer bikes do not count towards 10-for-10.

**Amtryke Veterans Initiative.** Chapters can choose to fund trykes for **veterans** who cannot operate a traditional bike. Many chapters reach out to their local VA or other veterans groups to find recipients who would benefit. AMBUCS believes veterans should have every opportunity to be engaged in the active lifestyle they had prior to their disability. There are **Required Documents** designed especially for the Veterans Initiative: one to be filled out by the recipient and two to be filled out by their physical or occupational therapist. We strongly recommend that your chapter collects this paperwork from every recipient as a legal precaution.

**Amtryke Grant Help.** Chapters are encouraged to utilize the help of the Development Director on staff to identify funding sources for your chapter's Amtryke project and to help you submit winning grant proposals. Due to the number of people the Director supports, they can give direction, advice and facilitate your efforts but cannot manage the entire process for you.

**National Amtryke Wish List.** The **National Amtryke Wish List** ensures that the Amtryke program is truly a nationwide program. Through the Wish List, individuals with limited financial resources who do not live close to a local AMBUCS chapter can still enjoy the fun and freedom of riding their own Amtryke. There are several **Required Documents** that the recipient or recipient's parent/guardian and the recipient's physical or occupational therapist will need to fill out and return to the ARC before recipient is placed on the National Wish List. We recommend recipients set up a fundraising page to make the wait time shorter. Donations can then be made by friends, family and other supporters.

## ► Scholarships for Therapists Program

Since 1955, National AMBUCS, Inc. has awarded educational scholarships to therapy students. To date, more than \$8.5 million in scholarships have been awarded to over 15,000 students pursuing degrees in **physical therapy, occupational therapy, speech pathology** and **audiology**. Please visit the [Scholarship Program](#) page for full details. Particularly the **Information for Chapters** link.

**NOTE:** All AMBUCS chapters are encouraged to sponsor one (1) student regardless of whether or not your chapter financially supports the program at this time.

Please limit additional chapter sponsorships to no more than three sponsorships for every \$500 your chapter donates to the Scholarships for Therapists fund. Please be aware that sponsoring a student is much like a nomination, it makes it likely **but not guaranteed** the student will receive a scholarship. Sponsored students that do not meet the selection criteria will not be considered.

We are no longer asking chapters to rank their sponsored students.

**NOTE:** A student is not considered chapter sponsored unless a chapter fills out and returns the Chapter-Sponsored Scholarship form by May 4.

**Scholarship Person.** We recommend each chapter appoint a person (or a few people) to lead its scholarship efforts. This person should build and maintain relationships with educators at local universities with therapy programs. They should screen student applications and make recommendations to the board for chapter sponsorship. We recommend you request or require volunteer hours with your chapter in order for a student to gain sponsorship. (see Key Roles discussion in [Membership Development](#).)

### Timetable:

- **January** – Begin screening possible student applicants.
- **Late-February until May 4** – National AMBUCS accepts online applications for its scholarship program. All supporting documents also due by May 4 for all applicants. Students are instructed to give sponsoring chapter a copy. All chapter sponsorship forms are due May 4.
- **Mid-July** – The Scholarship Committee will meet at the Resource Center to make award selections.
- **Late-July** – Final scholarship winners will be announced. Award notices will be emailed to chapters. Certificates available upon request.

**Want to sponsor a student but didn't screen anyone?** No problem. Email Janice at [scholars@ambucs.org](mailto:scholars@ambucs.org) and ask for student leads. We can send you leads from a certain state or school or program.



## ► Other Community Service

AMBUCS chapters are empowered to choose their own form of community service benefiting people with disabilities. This can take on an infinite variety of forms. There are two wonderful projects that, while not offered across the nation or supported directly by the ARC, are still frequently chosen by chapters.

**Ramp Building.** Making homes accessible by building ramps has been a popular activity among chapters. A complete **ramp building guide** is available.

**Adaptive Playgrounds.** Building and refurbishing playgrounds that can be used by children regardless of ability.

(800) 838-1845

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## Why Amtrykes?

Today, over 56 million people in the United States self-identify as having disability. That's nearly **1 in 5** of us.

The **Centers for Disease Control (CDC) reports** that nearly half of all adults with disabilities get no aerobic physical activity, an important health behavior to help avoid chronic diseases such as heart disease, stroke, diabetes, or cancer. In fact, people with disabilities are 3x more likely to have those diseases. Children with disabilities are **38%** more likely to be obese than others their age.

One of the leading causes for those disturbing statistics is limited access to a means of exercise.

Recipients, parents and therapists report that the Amtryke therapeutic tricycle provides increased strength, mobility and coordination as well as self-confidence and positive peer interaction. That all adds up to great exercise, the opportunity to be outdoors and just plain fun.

Our passion is to create a world where everyone who chooses, can ride!

The Amtryke Program gives chapter members boundless opportunities to serve and to personally witness lives tangibly changed by chapter fundraising efforts.

If that's a passion you can get behind, **join a chapter**, build a chapter or encourage your chapter to participate.



*Who could resist being responsible for this smile?*

## Social Entrepreneurship

**Social entrepreneurship:** the new wave every nonprofit is chasing. Luckily we caught it 20 years ago.

On the for-profit side, that phrase generally translates into charging more for a product to fund a social impact project. Think of **TOMS** shoes where the buyer chooses to pay high prices for their shoes because TOMS then donates a pair to someone who can't afford them. The wearer receives charitable props from everyone who notices their shoes.

On the nonprofit side "social entrepreneurship" is often code for monetizing. Before you judge too harshly, consider: As government assistance wanes, many nonprofits are scrambling to even keep their doors open. They often have no internal funding sources available other than the unpalatable choice of charging the people who receive their services.

Amtryke ensures that AMBUCS will never have to make that choice. We have a on-going, socially responsible funding stream that allows us to give away about 3,000 Amtrykes each year to people who could not otherwise afford them.

In this way every member, every customer, every donor, every partner organization becomes a financial stakeholder in our mission to create mobility and independence for people with disabilities.

(800) 838-1845

DONATE NOW

GET INVOLVED

# *Scholarship Program*

## 2018-2019 Scholarships for Therapists Recipients

Since 1955, National AMBUCS, Inc. has awarded scholarships to students pursuing degrees in **physical therapy, occupational therapy, speech language pathology and hearing audiology**. To date, more than \$8.7 million in scholarships have been awarded to over 15,000 students.

**Eligibility:** Students must be US citizens accepted in a graduate-level program that is accredited by the appropriate therapy profession authority in physical therapy, occupational therapy, speech language pathology, or hearing audiology. Assistant or undergraduate programs are not eligible. Awards are based on financial need, commitment to local community, character for compassion and integrity, and career objectives.



Over \$150,000 is awarded annually with individual awards ranging from \$500 to \$1,500. There is one two-year award in the amount of \$6,000. Award monies are deposited into the student's credit account with the financial aid office of the educational institution.

National AMBUCS, Inc. accepts applications for its scholarship program from **March 5** until **May 4**, annually.

Students must submit all portions of the application before the May 4 deadline. The online application will allow students to save their work and return at a later time.

In addition to the filling out general information, the student will be required to upload:

- Their **FAFSA** (Free Application for Federal Student Aid) SAR (Student Aid Report)

- Proof of enrollment into an accredited program as outlined above and
- One page personal statement.



**FAFSA:** Please be aware that the taxes of whoever is financially supporting the student must be filed before the FAFSA can be filled out. It also can take several weeks for the SAR to be delivered, so please **plan ahead** so you can meet the May 4 deadline.

In order to apply for this scholarship you must fill out the FAFSA and supply us with your SAR; even if you do not want to apply for Federal aid. You can accept or decline any aid offer made by the government.

Past the eligibility requirements, **financial need** the first hurdle every applicant must pass (including those that are chapter sponsored).

**Proof of Enrollment:** Please upload a document from your registrar's office confirming your enrollment (you might also find this on your student portal somewhere). If this is your first year, the registrar's office may not be willing to give you proof of enrollment at this early stage. In that case, you may upload your acceptance letter.

**Tips on writing your personal statement:** It should be one page, double spaced and at least 10 point font. But, beyond that, it should be...personal. You don't need to tell us school is expensive and long and all the other things that are true for every single applicant. We would like to hear what sort of therapist you want to be and why as well as any volunteerism (especially serving people with disabilities – through AMBUCS or other organizations). We will be looking for all three of those elements in your statement...and, yes, we actually read them!

**Members, here is more info about the Board changes.**

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## Information for Chapters

**Requirements and other helpful tips when sponsoring students.**

**The Chapter-Sponsored Scholarship Form** (Required for all sponsored students).

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## 2017-2018 Scholarships for Therapists Cumulative Report

## 2016-2017 Scholarships for Therapists Cumulative Report

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## 2017-2018 Scholarships for Therapists Winners

**2017-2018 Winner List by Sponsoring Chapter**

# AMBUCS Ramp Building Guide

This guide will provide basic information on ramp building to provide access for people with disabilities. It will provide you with links to a source that has a proven track record – [The Home Ramp Project](#) (Metropolitan Center for Independent Living, Minnesota Division of Rehabilitation Services), hereafter referred to as the Minnesota Ramp Project. Their full manual (63 pages) is available [online](#) along with a printed version and a videotape about the project. (Ordering information is at the end of this document). The Minnesota Ramp Project uses a modular design for building ramps that allows them to be easily recycled when no longer needed. Their ramp project was honored as a finalist in the 1995 Ford Foundation “Innovations in American Government” award program.

If you are already building ramps in your community, take the time to read over this information and see if you can improve your program plus find additional funding and sources for help. If you haven't built ramps before, this should give you all the information you need, except for your local building codes. We will also provide some information for long-tread, low-riser steps that are easier to use than ramps for some people.

**Volunteers.** Construction crews of 3 to 4 volunteers are needed for each ramp project. The supervisor of the project can be a volunteer or paid; in any case, that person must be well versed in proper construction techniques and compliance with building codes. The amount of time required will vary according to the complexity of the ramp design. The work is physically demanding and can require post-hole digging, shoveling, using a power saw, nailing, lifting, and perhaps minor concrete work.

In some cases, companies will provide employees to help build ramps as part of their community service work. High schools, technical colleges, church groups, service clubs (Jaycees, Lions, etc.), scout organizations, unions, employee service groups, government agencies, rehabilitation facilities, centers for independent living, and many others can be accessed for collaboration in building ramps. If you have a university Pi Kappa Phi chapter near you, their national outreach program The Ability Experience helps with ramp building through their Regional Construction projects. More information is available on their website: [www.abilityexperience.org](http://www.abilityexperience.org)

**Resources.** This section has information about finding the resources needed to get the ramp or steps built. This list is not comprehensive but is intended to provide

ideas to help you get started. How much a ramp or steps will cost depends on how long the ramp has to be or how many risers are needed to get into your home. Please review the Basic Design Considerations before deciding on the final layout of your ramp or steps. Once you have determined the layout, you can figure out how much lumber and hardware will be needed. Lumber yards and building supply stores can then give you an estimate and may provide you with a discount if you tell them the purpose of the materials.

- **Centers for Independent Living**, local non-profit organizations that provide a variety of Independent Living services for people with disabilities, are likely to have information about access modification resources. Check here to find [your local Independent Living Center](#).
- **Search online for local resources in your area.** You may search with words like Social Service Organizations, Human Services Organizations, Disabled Persons Assistance, and Services for Seniors and the name of your city and state. Look for the state and county human services agencies, as well as the local building official's office.
- **Local Building Officials** can provide valuable information regarding permit and zoning requirements for modifications to homes. They are usually located in the inspections or building permit office of city government.
- **State and Area Agencies on Aging** are a good information source for local programs that assist seniors with services including home modifications. The Department of Health and Human Services Administration on Aging website has a state directory available at [www.hhs.gov/aging/state-resources/index.html](http://www.hhs.gov/aging/state-resources/index.html)
- **Local and national offices of disability specific organizations** such as the Amputee Coalition of America [www.amputee-coalition.org/](http://www.amputee-coalition.org/) Multiple Sclerosis Society [www.nmss.org/](http://www.nmss.org/) Muscular Dystrophy Association [www.mda.org](http://www.mda.org) National Spinal Cord Injury Association <http://www.spinalcord.org> and others may have information or assistance available.
- **Local hospitals, rehabilitation facilities and medical equipment supply companies** may have staff who are familiar with resources in your area.

**Specific Programs that may fund ramps and steps.** The following are several Federal and state programs that can provide assistance. Most have eligibility requirements and it is important to make sure all of the required paperwork has been completed before ramp or step installation is started.

- Department of Housing and Urban Development (HUD) **Community Development Block Grant Program (CDBG)** and **Home Investment Partnership Program (HOME)**  
Their web page [www.hud.gov](http://www.hud.gov) has a large amount of information available. City or County Community Development Agencies or Housing Redevelopment Authorities may manage CDBG and HOME programs in your area or they will know who does. These programs are excellent resources for moderate and low-income individuals and for programs that want to provide home modification assistance to people in their communities.
- The U.S. Department of Agriculture Rural Development has **Section 504 Loans and Grants** that can be used for accessibility modifications and to repair homes. The objective of the program is "to help very low income owner occupants of modest single family homes in rural areas repair those homes." Grants are possible for homeowners age 62 and over who qualify financially. State office location information is at [www.rd.usda.gov/contact-us/state-offices](http://www.rd.usda.gov/contact-us/state-offices).
- The Veterans Administration **Home Improvement/Structural Alteration** program can provide assistance for qualified veterans. Call a VA hospital or veterans assistance organization for more information.  
[www.prosthetics.va.gov/psas/HISA2.asp](http://www.prosthetics.va.gov/psas/HISA2.asp)
- State **Housing Finance Agencies, Authorities or Corporations**. These programs are called different things in different states. About one fourth of these state agencies have programs that provide assistance for access modifications to single family homes.
- **Home and Community-Based Waiver Programs** administered by county medical assistance or services programs may pay for modifications for those who are eligible. Check with your county about eligibility requirements
- The State **Vocational Rehabilitation Program** may assist eligible individuals with home accessibility modifications, if the modifications are needed for getting and maintaining employment.

**Community Resources.** **Building contractors** can usually build ramps and steps, but do not assume they are familiar with proper access design. It is appropriate to give them the information in the design chapter of the "How to Build Ramps" manual of the Minnesota Ramp Project. If you want to have a modular ramp or steps installed, you can ask the contractor to use the plans from the manual.

**Community service organizations** can also use the plans in "How to Build Ramps" to install ramps and steps. There are many groups that may volunteer to help in building ramps and steps for people. Some of them are:

- Civitan International [www.civitan.org](http://www.civitan.org)

- Habitat for Humanity [www.habitat.org](http://www.habitat.org)
- Veterans of Foreign Wars [www.vfw.org](http://www.vfw.org)
- Connect America movement founded by Points of Light Foundation [www.pointsoflight.org](http://www.pointsoflight.org)
- Jaycees [www.usjaycees.org/](http://www.usjaycees.org/)
- Lions <http://www.lionnet.com/>
- Church organizations, colleges, vocational schools and high schools may have community service programs that could provide volunteers, as well. Lumber yards and building supply stores can be approached for donations of lumber and supplies.

It is common for a combination of resources to be used to get ramps and steps installed. Many programs have limited funds available and may be able to offer only partial assistance. Working with more than one agency or organization is often necessary in order to obtain a ramp or steps. Persistence is one of the best tools available for finding the resources needed to get a ramp or steps installed.

**Useful Points to Consider.** When you have decided that building a ramp is the best solution, consider the following:

Who is the primary user?

What type of assistive device does the person use (cane, crutches, walker, manual or electric wheelchair, motorized 3-wheel cart)?

Will the person's abilities change? Plan for anticipated changes.

Will the person use the ramp independently or will help be needed? Who will provide help and what are that person's abilities?

Which entryway is best for the ramp? Consider the inside as well as outside.

Narrow doors or hallways can prevent access to a doorway from the inside.

Placement of existing door handles and swing direction of doors.

Where does the person want to go most often (garage, driveway, front sidewalk)? Where is the best place to access transportation?

If there is an attached garage, can a ramp be placed inside? How will the ramp affect available yard space?

Are there barriers such as trees, shrubs, poles, etc.?

How will the ramp appear?

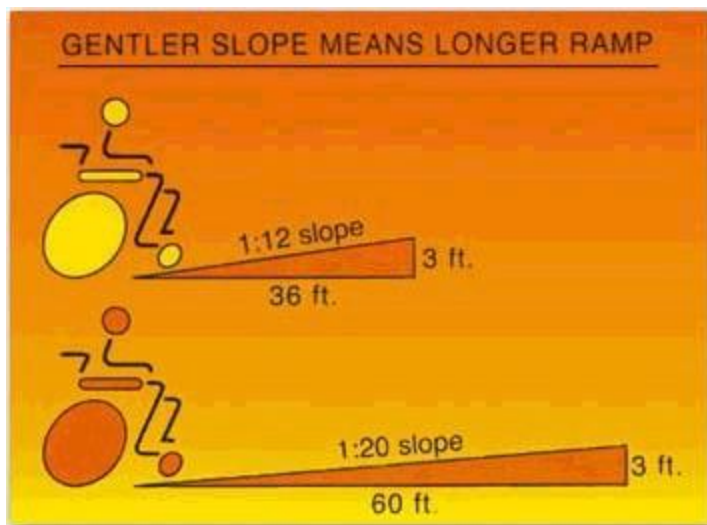
What are the local zoning requirements for lot lines and set-backs?

What will the cost be? Is there help available for financial assistance if needed?

Is there a concern about security and "curbside" appearance? If so, locating the ramp to the side or back of a property may minimize the visual indication of a resident with a disability.

**Basic Design Considerations.** The following excerpt is from QUEST, Volume 5, Number 2, April 1998, a publication of the Muscular Dystrophy Association. The article is entitled "Ramp It" and was written by Phil Ivory.

**Rise Over Run Equals Slope.** Perhaps the most important consideration is the slope, which is determined by ascertaining the "rise" -- the straight vertical distance a person will travel when going up or down a ramp -- versus the "run," which is distance measured along the ground from one end of the ramp to the other. The ratio of rise over run gives you the slope. (A measurement taken up the sloping surface of the ramp is something else entirely.)



To reach an entrance 3 feet above the ground, a ramp with an ADA-prescribed 1:12 slope would have to be 36 feet long. A gentler 1:20 slope would require 60 feet of length to reach the same height. Level landings should be used between ramp segments in both cases.

A 1:12 slope is one in which the ramp builder must allow 12 feet of horizontal extension for 1 foot of vertical height. (It's not important whether the measurement is in feet, inches or centimeters, but rise and run are usually expressed in one of these units.) Many people confuse the fact that a 1:20 slope is less steep than a 1:12 ramp. The larger the second figure, the more gentle the slope.

The ADA mandates that ramps in public places must not be steeper than 1:12, and that's generally found to be a good guideline in building ramps on homes. But while a 1:12 slope may be OK for a person in a motorized wheelchair, it may be tough for a manual wheelchair user. A gentler 1:16 or 1:20 slope may be in order.

The downside of building an easy, gradual slope is that it requires a greater amount of distance extending out from the home. If your front door is 3 feet off the ground, per the 1:12 slope ratio you'd need to have a ramp extending 36 feet. A more gradual slope would need to be even longer. But what if there's only 20 feet from your front door to the street or driveway, or if there's something in the front yard such as a tree or a garden that you can't bear to disturb?

A designer may be tempted to lessen the run by making the ramp steeper, but that's almost always the wrong choice. A ramp that's too steep may require too much muscle power for those in manual chairs, or for those pushing them, and a power wheelchair can topple backwards from its own weight. They can also cause or aggravate back problems for helpers pushing a chair up a ramp, or controlling a chair traveling down one.

**Twists And Turns.** One way to address the length problem without increasing the slope is to build turns into the ramp, making it in an "L" shape or even making a "switchback ramp," one which includes at least one 180-degree turn.

When turns are included, the ramp must level off at a landing large enough to allow a wheelchair to turn with ease, and then a new ramp segment continues in a new direction. The landing at each turn should be at least 5 feet by 5 feet.

Another landing is necessary at the top of the ramp by the door to the house. Without it, the person in the wheelchair is in danger of slipping back down the ramp while trying to get the door open. The height difference between the top of the ramp and the door shouldn't be more than half an inch. The same is true for the distance between the bottom of the ramp and the ground.

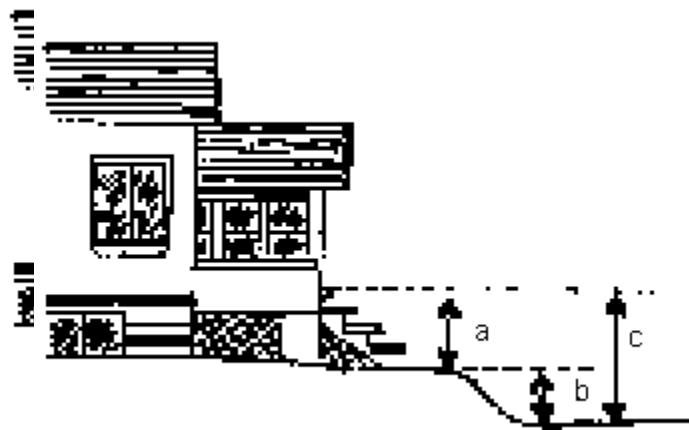
Even without turns, a ramp segment shouldn't extend more than 30 feet without stopping for a landing. "You don't want to go on a continuous slope for more than that," says Bob Zimmerman, an independent living counselor with the Minnesota Division of Rehabilitation Services. "Some people want a rest spot every 15 feet. That's where you have to examine the needs of the individual."

"The most important part of access design is considering the person's total situation in order to come up with the best solution," Zimmerman says. "Sometimes ramps are not the best choice and looking at lifts or other options is important. If you don't have the room, a lift may be your only choice."

Also, the location of the ramp -- front door, back door or elsewhere -- is an important consideration that needs to be carefully thought out.

From the Minnesota Ramp Project guide comes the following information:

**Determining the Slope.** The slope determination process starts by first establishing how much total rise has to be covered. Two measurements must be checked to determine this figure. The first figure is the distance from the exit door's sill down to the ground, or "grade", at the house's foundation. Since a ramp is constructed a certain distance out from the house into the yard, though, any change in grade in the area for the ramp's construction also must be taken into account. For example, if the change in grade from a home's doorsill to the ground at the foundation is 29", and the yard out where the ramp will be sited is flat-no change in grade-then the total rise that must be covered is 29". However, if the change in grade at another house's foundation is 29" (a), but the yard where the ramp will be located drops away another 13" (b), then the total rise that must be covered is 42" (c). (See below)



Once total rise (typically stated in inches) is determined, it is then multiplied by the slope (in inches) chosen, to obtain the total amount of horizontal projection (in inches) required to achieve the particular slope. Dividing this figure by 12 converts it into a more workable measurement of feet of horizontal projection required. For example, say that a ramp with a 1:12 slope is to be built at the home with a 29" total rise described above. The required horizontal projection is  $29" \times 12" = 348"$ , or when converted to feet, 29'. Say, however, that a ramp with a gentler slope-a 1:16-is desired.  $29"$  of total rise  $\times 16"$  of slope =  $464"$ , and when divided by 12 to convert to feet, equals over 38 feet of horizontal projection needed. It's important to note that the resulting figure is a measurement of amount of horizontal projection the layout must contain to achieve a desired slope. It is not a

measurement of distance traveled along the inclined surface, as some people mistakenly believe, and it **doesn't** include any distances/areas required for necessary landings-these are extra.

**Landings.** Landings are the level areas required at the top, bottom, and sometimes at intermediate locations in a rampway. These areas allow a person to maintain balance while performing tasks like opening doors, transferring in and out of a vehicle, resting for a time, and safely changing direction of travel when a ramp makes a turn. Recommended landing sizes are based on these functions.

**Top Landings:** Top landings should be nearly flush with the exterior door threshold. 1/2" is the typical maximum, particularly when a wheelchair user is involved – anything larger will abruptly stop a chair's relatively small front wheel, or is a tripping hazard for walkers. Pay attention, too, to threshold specs if a new primary door is being installed. If a prehung unit's going in, most don't have the low threshold that's needed here.

For homes on footed foundations, it's advisable in most places to bolt the top landing into the home's foundation. This will avoid the potential problem of the relatively lightweight ramp landing lifting up due to frost heave and jamming under an outswinging door (like a storm door). For unfooted structures, or temporary foundations such as mobile homes on blocks, bolting the landing may still be appropriate, but the ramp shouldn't be footed for the opposite reason. Local soil conditions – e.g., clay vs. loam – will also play a definite role here.

Top landings at minimum should be at least 60" X 60" if there is an outswinging door, with at least a 12" to 24" of "elbow room" space provided off the door's handle side, particularly for a person using mobility equipment. These dimensions give enough room for a person to move off to the side while opening the door without having to back up to get out of the way of its swing. If there is no outswinging door, the landing may be somewhat narrower – probably 48" at minimum.

**Intermediate Landings:** Intermediate landings for a long, in-line run of ramp can have the same width as the running surfaces, and length can range from 36" to 60" – the slope chosen is a factor to account for here, with a steeper slope like a 1:12 requiring a longer distance in which to stop when descending. A rough guideline to use is to install an intermediate landing if a section of ramp covers more than a 30" change in rise, but persons with limited stamina/control may need one sooner than this. Dimensions for intermediate landings where a direction change occurs depend on ramp width and the user's circumstances. When a chair user is involved, a 48" X

48" landing for a 90 degree turn is comfortable; for an 180 degree turn, 48" by twice the width of the two ramp sections is typical.

**Bottom Landings:** For bottom landings, typical minimum dimensions when in-line travel is involved are as wide as the ramp by about 48" long for someone walking, and about 60" to 72" for a chair user. Larger-width landings may be called for if the person has to make a direction change (e.g. 90-degree turn). Make sure the ramp/landing intersection doesn't have a "lip" greater than 1/2" which would become a tripping/rolling hazard.

**Rampway Widths and Running Surface Features.** Running surface widths can range from 36" to 48", depending on the personal assistance or mobility equipment involved. A width of 36" may be appropriate for someone walking or using a cane, crutches, or a walker (32" may be appropriate for persons who need to lean on both railings when moving). A width of 42" to 48" is appropriate for someone using a wheelchair or where a person can walk with assistance at the side.

Surface height changes from the doorsill and top landing to the bottom landing shouldn't vary more than 1/2". Higher bumps can abruptly stop a wheelchair or trip people walking, particularly those with an irregular gait.

All ramp runs and landings must be level from side to side. A cross slope (slope perpendicular to the direction of travel) can upset a person's balance and require more strength and effort on the person's "downhill" side. Even the almost unnoticeable slope (1:96) built into public sidewalks to aid with water runoff can be tiring for a wheelchair user to negotiate.

It is advisable for ramps to have an "anti-slip" running surface; depending on local building code enforcement, this may be a requirement. On wooden ramps, treatments that are used include commercially-available "grit" tapes, strips of rolled roofing or shingling, or laying down coats of polyurethane into which sand is sprinkled. For concrete ramps, the surface can be brushed with a broom before it hardens to create a rough texture.

**Safety Features.** Installation of safety features including handrails, guardrails, "crutch stops," guttering and sheltering should also be considered for a ramp building project.

**Handrails** should account for variables including a person's height, arm and hand strength, how the rails are used, and any local building code requirements that may

apply. For example, standing users who lean on rails for support with arms extended often need a very different rail height than that used by persons propelling a wheelchair by pulling along the rails. 31" to 34" is the typical height range, and the rails should be capable of supporting a 250 lb. load at any point along the length. The diameter should be no more than 1 1/2", and may need to be smaller for children or adults with impaired grip strength. The preferred material is wood. Metal piping is sometimes used, but may present a problem for exposed skin in the wintertime.

**Guardrails** and edging called "crutch stops" or "bump boards" are also good safety factors that keep users from slipping off the side of a ramp or landing. Guardrails are mounted along the structure's perimeter, usually at a seated person's knee height-18" to 20" or so. "Crutch stops" are curbing mounted on, or a few inches above, the surface of the structure's perimeter.

Two additional safety features to consider are guttering and sheltering. If not present, roof gutters may be advisable for ramps running close to a home to handle water runoff that may create slipping hazards. In cases where the person's mobility is severely restricted, some form of rampway sheltering may also need to be considered. Depending on siting and home roofline, one strategy for ramps hugging a house is to build a small extension off the roof. Support for the lower edge can be provided by extending the ramp's posting vertically.

More information regarding Ramp Layouts, Construction Methods, Codes and Permits, Ordering Materials, Materials Order Form, Building Process, and many pages of engineering designs for the various ramp and step components may be found in the Ramp Manual, see below.

### **The Manual:**

You may purchase a printed copy of the manual from the Metropolitan Center for Independent Living (MCIL). The manual is \$20 and DVDs are \$20 each (prices subject to change without notice). Please make checks payable to MCIL and mail to: MCIL, 530 Robert St. N., St. Paul, MN 55101. For more information contact Amber at [amberb@mcil-mn.org](mailto:amberb@mcil-mn.org) or 651-603-2029.

### Videotapes:

- **Tips for Building Modular Ramps and Steps**, a 30-minute video companion to the construction manual. This video illustrates the design and construction techniques that are in the manual. Great for project leaders and construction volunteers. See ordering information above.
- **Hometime [Building & Remodeling for Accessibility](#)** (30 Minutes) features a project ramp (using recycled plastic planking), kitchen and bathroom accessibility, and other useful projects.

**Ramp Alternatives.** For many people with mobility impairments, [long-tread low-riser steps](#) can be easier and safer to use when compared to a 1:12 slope ramp. The large level area allows easy walker use, and the riser's short height makes stepping up and down easier than standard steps. Balance is easier to maintain on the flat steps than on a sloped surface; the steps require less space than a ramp and are less expensive. Like our ramps, the modular design allows the steps to be easily installed, used as long as needed, and removed for use at a new location.

### Other Sources of Information

- The Department of Housing and Urban Development (HUD) offers a 60-page report with information for those working to make home modifications, and the universal design principles they embody. [Residential Remodeling and Universal Design: Making Homes More Comfortable and Accessible](#), a guidebook for the housing professional or the do-it-yourselfer. These and other titles may be found online at <http://www.huduser.org/> or call 800-927-7589.
- The Center for Universal Design, a part of the School of Design at North Carolina State University in Raleigh, specializes in promoting accessibility and a universal design in buildings. Research, training, technical assistance, referrals and other information are available to individuals. People interested in universal design can obtain publications, videos and other resources. For more information, visit the Center's website at <https://www.ncsu.edu/ncsu/design/cud>

# **OPERATIONS & ADMINISTRATIVE COMMITTEE**

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

Submitted by: Operations & Administrative Committee

2018 CR

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**RESOLUTION OF A SUBMISSION OF AN ADVISORY QUESTION OF  
RAIL SERVICE TO THE ELECTORS OF WINNEBAGO COUNTY**

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**WHEREAS**, Section 5-1005.5 of the Counties Code, 55 ILCS 5/5-1005.5, provides that a County Board, by a vote of a majority of its members, may authorize an advisory question of public policy to be placed on the ballot at the next regularly scheduled election in the County; and

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

**WHEREAS**, the County Board wishes to place an advisory referendum question regarding whether the state of Illinois should pursue the reinstatement of passenger rail service to northwest Illinois on the ballot of the next regularly scheduled election on November 6, 2018.

**NOW, THEREFORE, BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois, that the following advisory question be placed on the ballot in the County of Winnebago to be voted on by all qualified electors on November 6, 2018:

SHALL THE STATE OF ILLINOIS PURSUE REINSTATING PASSENGER RAIL SERVICE TO NORTHWEST ILLINOIS FROM CHICAGO, THROUGH ROCKFORD, TO EAST DUBUQUE?	<b>YES</b> _____  <b>NO</b> _____
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**BE IT FURTHER RESOLVED**, that the question as fully set forth above is authorized and shall be submitted to the qualified electors of the County of Winnebago at the regularly scheduled election to be held on November 6, 2018, in accordance with all applicable provisions of Illinois law; and

**BE IT FURTHER RESOLVED**, that the County Clerk of the County of Winnebago is hereby directed to certify the question of public policy set forth above in accordance with the Illinois Election Code no later than August 20, 2018, and to take any other actions necessary to

cause the question to be placed on the ballot of the regularly scheduled election to be held on November 6, 2018.

**BE IT FURTHER RESOLVED**, that this Resolution shall be in full force and effect from and after passage and approval pursuant to law.

Respectfully submitted,  
**OPERATIONS & ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
Gary Jury, Chairman

\_\_\_\_\_  
Gary Jury, Chairman

\_\_\_\_\_  
Angie Goral

\_\_\_\_\_  
Angie Goral

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Dorothy Redd

\_\_\_\_\_  
Dorothy Redd

\_\_\_\_\_  
Eli Nicolosi

\_\_\_\_\_  
Eli Nicolosi

\_\_\_\_\_  
Keith McDonald

\_\_\_\_\_  
Keith McDonald

\_\_\_\_\_  
Jean Crosby

\_\_\_\_\_  
Jean Crosby

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2018 by the County Board of the County of Winnebago, Illinois.

Attested by:

\_\_\_\_\_  
Frank Haney  
Chairman of the County Board  
of the County of Winnebago, Illinois

\_\_\_\_\_  
Tiana McCall  
Clerk of the County Board  
of the County of Winnebago, Illinois

Ayes: \_\_\_\_ Nays: \_\_\_\_ Absent: \_\_\_\_

# **PUBLIC WORKS COMMITTEE**

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

**18-CR-**

**SUBMITTED BY: PUBLIC WORKS COMMITTEE  
SPONSORED BY: DAVE KELLEY**

**RESOLUTION AUTHORIZING AN AGREEMENT FOR THE ACCEPTANCE  
OF PROPERTY TRANSFER FROM THE STATE OF ILLINOIS IN THE AREA OF  
RIVERSIDE BLVD./ALPINE ROAD/FOREST HILLS ROAD**

**WHEREAS**, the Illinois Department of Transportation (IDOT) seeks to transfer excess property (the Property) inside the limits of Winnebago County to Winnebago County (County); and

**WHEREAS**, the Property consists of thirty-three (33) parcels in the Riverside Blvd./Alpine Road/Forest Hill Road area; and

**WHEREAS**, IDOT requires the execution of three documents to complete the transfer of this right-of-way those being: a Local Agency State Agreement for Jurisdictional Transfer; a Resolution Confirming Acceptance of Property Transfer from the State of Illinois; and Letter of Intent each of which are attached to this resolution; and

**WHEREAS**, it is in the public interest to enter into the attached Local Agency State Agreement for Jurisdictional Transfer for Winnebago County to accept the transfer of the Property.

**NOW THEREFORE BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois that the Chairman of the County Board is hereby authorized to execute on behalf of the County of Winnebago a Local Agency State Agreement for Jurisdictional Transfer in substantially the form as attached hereto and the Resolution Confirming Acceptance of Property Transfer from the State of Illinois; and

**BE IT FURTHER RESOLVED**, as follows:

- 1) That the County hereby accepts the transfer of the Property from IDOT, without compensation, subject to the conditions and restrictions contained in the Letter of Intent; and
- 2) That said Property consists of the Parcels described on the attached Addendum No. 3-Excess Right of Way Plat Sheets No. 1 thru No. 19; and
- 3) That the County Board of Winnebago County hereby authorizes the County Engineer, Joe Vanderwerff, P.E. to execute the Letter of Intent and take all steps necessary to complete the transfer of the Property to the County.

**BE IT FURTHER RESOLVED** that the Agreement entered into shall not become effective and binding unless and until both parties have executed it; and

**BE IT FURTHER RESOLVED** that this 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 Kelley, Chairman

\_\_\_\_\_  
Dave Kelley, Chairman

\_\_\_\_\_  
Burt Gerl

\_\_\_\_\_  
Burt Gerl

\_\_\_\_\_  
Dave Boomer

\_\_\_\_\_  
Dave Boomer

\_\_\_\_\_  
Dave Tassoni

\_\_\_\_\_  
Dave Tassoni

\_\_\_\_\_  
Jim Webster

\_\_\_\_\_  
Jim Webster

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois  
this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Frank Haney, Chairman of the  
County Board of the  
County of Winnebago, Illinois

ATTEST:

\_\_\_\_\_  
Tiana McCall, Clerk of the  
County Board of the  
County of Winnebago, Illinois



Local Agency		Type of Systems Transfer	
Municipality:		<b>Type 1</b>	<b>Type 2</b>
Township/Road District:		<b>From:</b> State Highway System	<b>From:</b> Local Highway System
County:	Winnebago	<b>To:</b> Local Highway System	<b>To:</b> State Highway System
Section Number		Indicate Type of Systems Transfer :Type 1	

The above local agency, hereinafter referred to as "LA", and the State of Illinois, acting by and through its Department of Transportation, agree, to transfer the jurisdiction of the designated location in the manner indicated above under **Type of Systems Transfer**.

**Location Description**

Name Riverside Blvd., etc. Route Various Length Varies  
Termini Various tracts in the SE 1/4 of Sec. 6, T44N, R2E of the 3<sup>rd</sup> PM east of Second St.(IL 251) & various tracts in  
Sec. 5, T44N, R2E, of the 3<sup>rd</sup> PM, See attached Addendum No. 3- Plats, in its entirety.

This transfer ☐ does ☒ does not include Structure No. \_\_\_\_\_

The transfer ☒ does ☐ does not include a transfer to land rights (4-508). If it does, attach letter of intent approved by the Department.

WHEREAS, the authority to enter into this contract is granted the STATE by Section 4-409 of the Illinois Highway Code and the authority to make changes in the State Highway System is granted the State under Section 2-101 of the Illinois Highway Code.

**Include for Municipalities Only**

WHEREAS, the authority to make changes to the Municipal Street System is granted to the Municipality by Section 7-101 of the Illinois Highway Code.

NOW THEREFORE IT IS AGREED that the corporate authority of said municipality will pass an ordinance providing for the transfer of the above location and shall attach hereto and make a part hereof a copy of a location map as Addendum No. 1 and a copy of the ordinance as Addendum No. 2, and

**Include for Counties Only**

WHEREAS, the authority to make changes to the County Highway System is granted to the County by Section 5-105 of the Illinois Highway Code.

NOW THEREFORE IT IS AGREED that the County Board of said County will pass a resolution providing for the transfer of the above location and shall attach hereto and make a part hereof a copy of a location map as Addendum No. 1 and a copy of the resolution as Addendum No. 2, and

**Include for Township/Road Districts Only**

WHEREAS, the authority to make changes to the Township/Road District System is granted to the Highway Commissioner under Section 6-201.3 of the Illinois Highway Code and said Highway Commissioner shall attach hereto and make a part hereof a copy of a location map as Addendum No. 1, and

IT IS MUTUALLY AGREED, that this jurisdictional transfer will become effective 21 calendar days after (check one)

☒ Execution of Agreement ☐ Acceptance by the State  
☒ Approval of Land Conveyance ☐ Final Inspection by the State (Type )

**Supplements**

Additional information and/or stipulations, if any, are hereby attached and identified below as being a part of this agreement

Supplement Addendum 1-Location Map, Addendum 2-County Resolution, Addendum 3-Plats, Addendum 4-LOI  
(Inser supplement numbers of letters and page numbers, if applicable.)

APPROVED

APPROVED  
STATE OF ILLINOIS  
DEPARTMENT OF TRANSPORTATION

Name: Frank Haney

By Director, Office of Planning and Programming

Title: Winnebago County Board Chairman.  
Chairman County Board/Mayor/Village President/etc.

Date \_\_\_\_\_

Signature \_\_\_\_\_

## ADDENDUM NO. 1

# LOCATION MAP

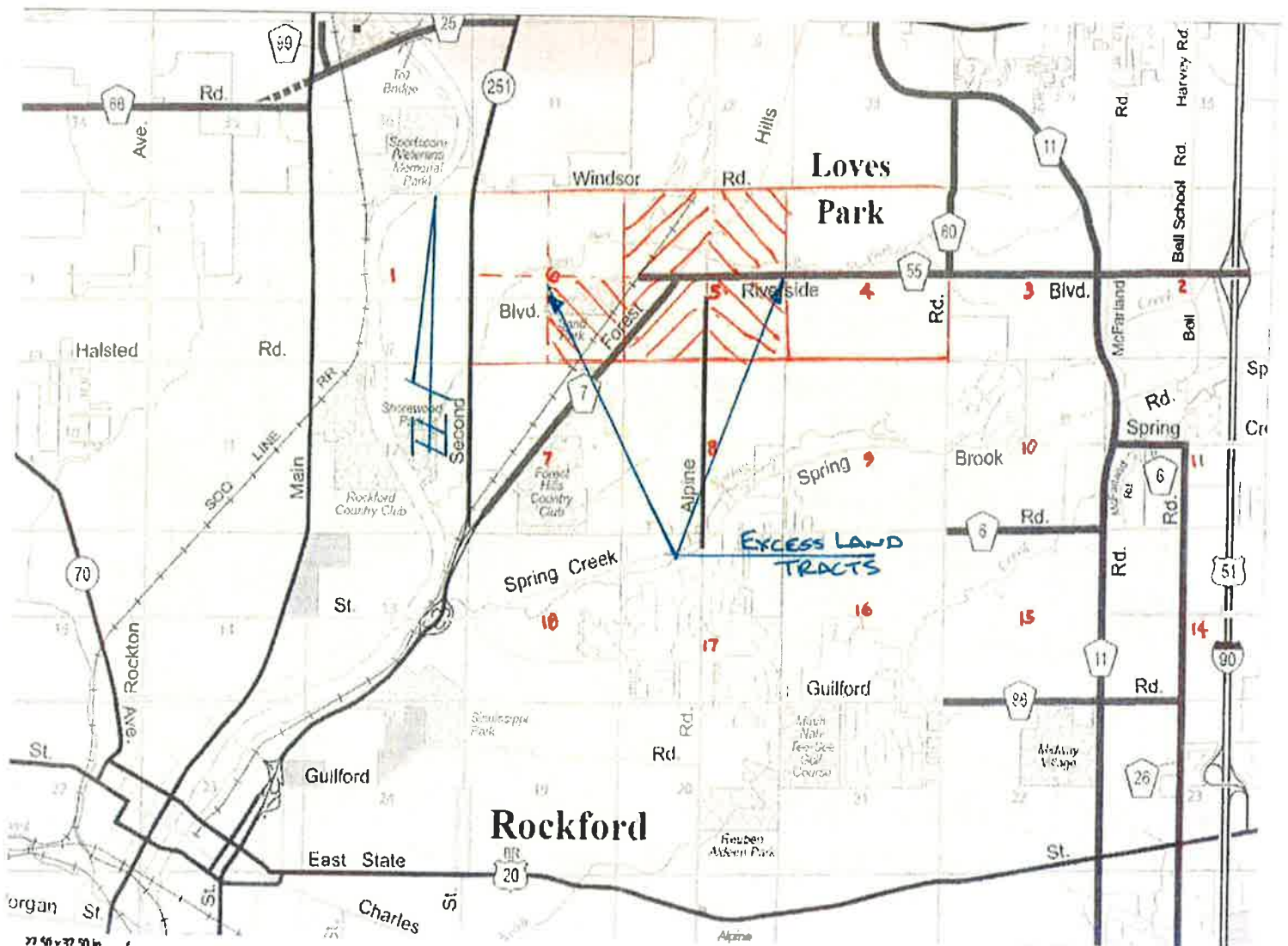
## Winnebago County

Riverside Boulevard (CH 55).

From

East of Second St. (IL 251) To East of Alpine Rd.

Various Excess Land Tracts





Wells cannot and does not warrant the accuracy of property and boundary lines, dimensions of parcels and lots, locusts, structures or improvements, and topographic or geologic features on the land. Only on-site verification or field surveys by a licensed professional surveyor can provide such accuracy.

0 500



SCALE

**RESOLUTION CONFIRMING ACCEPTANCE OF PROPERTY TRANSFER  
FROM THE STATE OF ILLINOIS**

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**WHEREAS**, the Illinois Department of Transportation (IDOT) seeks to transfer excess property (the Property) inside the limits of Winnebago County to Winnebago County (County), and

**WHEREAS**, the Property consists of thirty-three (33) parcels totaling 6.754 acres, along Riverside Blvd./ CH 55(FAP 525), Alpine Road (FAP 412), Forest Hills Road (FAU 5146) north of Riverside Blvd., and Forest Hills Road/ CH 7 (FAU 5146) south of Riverside Blvd., and

**WHEREAS**, IDOT requires a resolution adopted by the County to confirm the County intends to accept the transfer of the Property without compensation, and

**WHEREAS**, a Letter of Intent, dated August 1, 2018, confirming the County's willingness to accept the transfer of the Property, and the conditions and restrictions of the transfer, is attached hereto as Addendum No. 4 and made a part hereof, and

**NOW, THEREFORE, BE IT RESOLVED** as follows:

- 1) The County hereby accepts the transfer of the Property from IDOT , without compensation, subject to the conditions and restrictions contained in the Letter of Intent.
- 2) Said Property consists of the Parcels described on the attached Addendum No. 3- Excess Right of Way Plat Sheets No. 1 thru No. 19.
- 3) The County Board of Winnebago County hereby authorizes the County Engineer, Joe Vanderwerff, P.E., to execute the Letter of Intent and take all steps necessary to complete the transfer of the Property to the County.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2018

\_\_\_\_\_  
Frank Haney-Winnebago County Board Chairman

**ATTEST:**

I certify that the above is a true and correct copy of a resolution passed by the Winnebago County Board, Rockford, Illinois, at a meeting held on \_\_\_\_\_, 2018.

\_\_\_\_\_  
Tiana J. McCall-Winnebago County Clerk

**Addendum No. 2**

## **EXCESS ROW PLAT -PARCELS**

### **Forest Hills Road**

#### **PLAT SHEET No. 1**

1. Tract A (480 S.F.)
2. Tract B (800 S.F.)
3. Tract C (0.16 acres)

#### **PLAT SHEET No. 2**

4. Tract 4 (0.21 acres)
5. Tract 117 (0.05 acres)

### **Riverside Blvd- CH 55 & Forest Hills Road**

#### **PLAT SHEET No. 3**

6. Tract 6 (3.41 acres)

### **Riverside Blvd.-CH 55 & Alpine Road**

#### **PLAT SHEET No. 4**

7. Tract 66 (0.163 acres)
8. Tract 70 (0.124 acres)
9. Tract 71A (8006 S.F.)
10. Tract 71B (1736 S.F.)

### **Riverside Blvd.-CH 55**

#### **PLAT SHEET No. 5**

11. Tract 108 (0.60 acres)
12. Tract 118 (0.17 acres)

#### **PLAT SHEET No. 6**

13. Tract 109 (0.03 acres)
14. Tract 110 (0.19 acres)
15. Tract 111 (0.03 acres)
16. Tract 112(0.01 acres)
17. Tract 113(0.02 acres)
18. Tract 119(0.01 acres)
19. Tract 120(0.01 acres)
20. Tract 121(0.01 acres)
21. Tract 122(0.01 acres)
22. Tract 123(0.03 acres)
23. Tract 124(0.03 acres)

#### **PLAT SHEET No. 7**

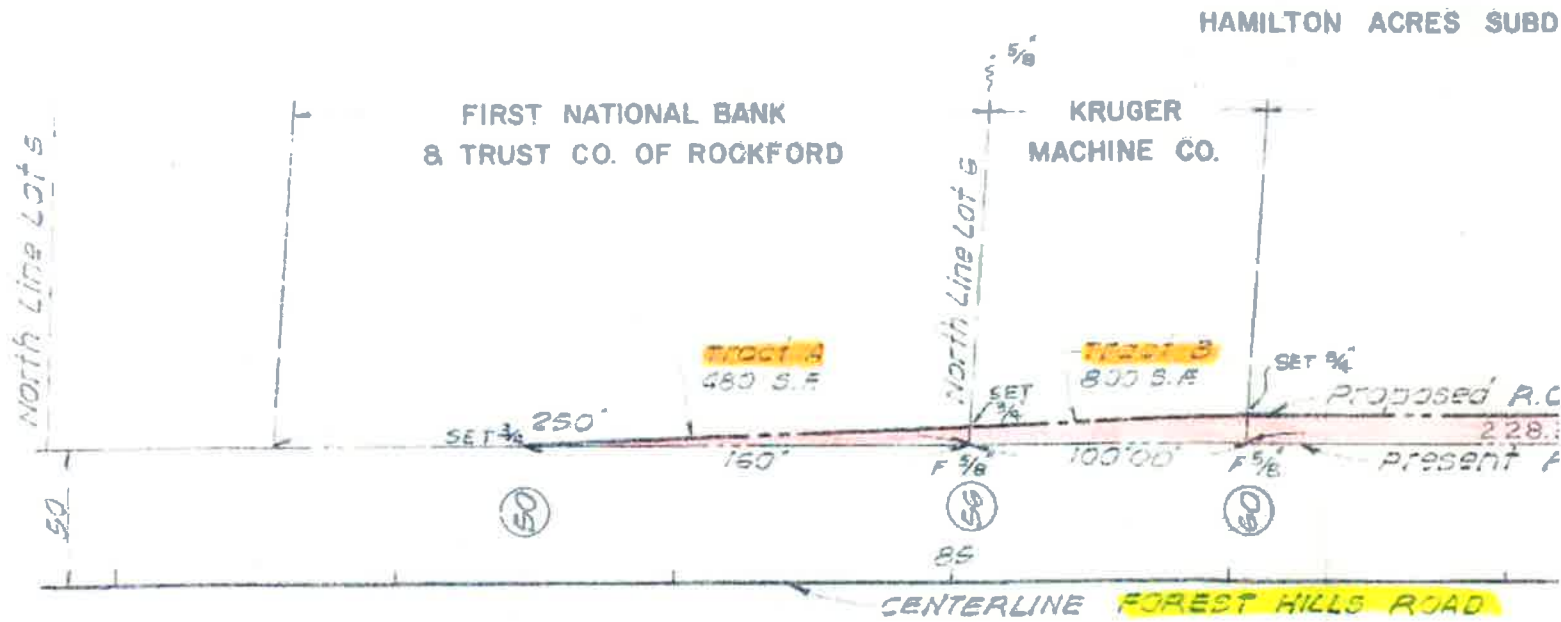
24. Tract 125 (0.04 acres)
25. Tract 126 (0.04 acres)
26. Tract 126A (450 S.F. acres)
27. Tract 127 (0.20 acres)

#### **PLAT SHEET No. 8**

28. Tract 129 (1411 S.F.)
29. Tract 130 (1411 S.F.)
30. Tract 131 (1411 S.F.)
31. Tract 132 (1411 S.F.)
32. Tract 133 (1428 S.F.)
33. Tract 136 (34,068 S.F.)

**ADDENDUM No. 3**

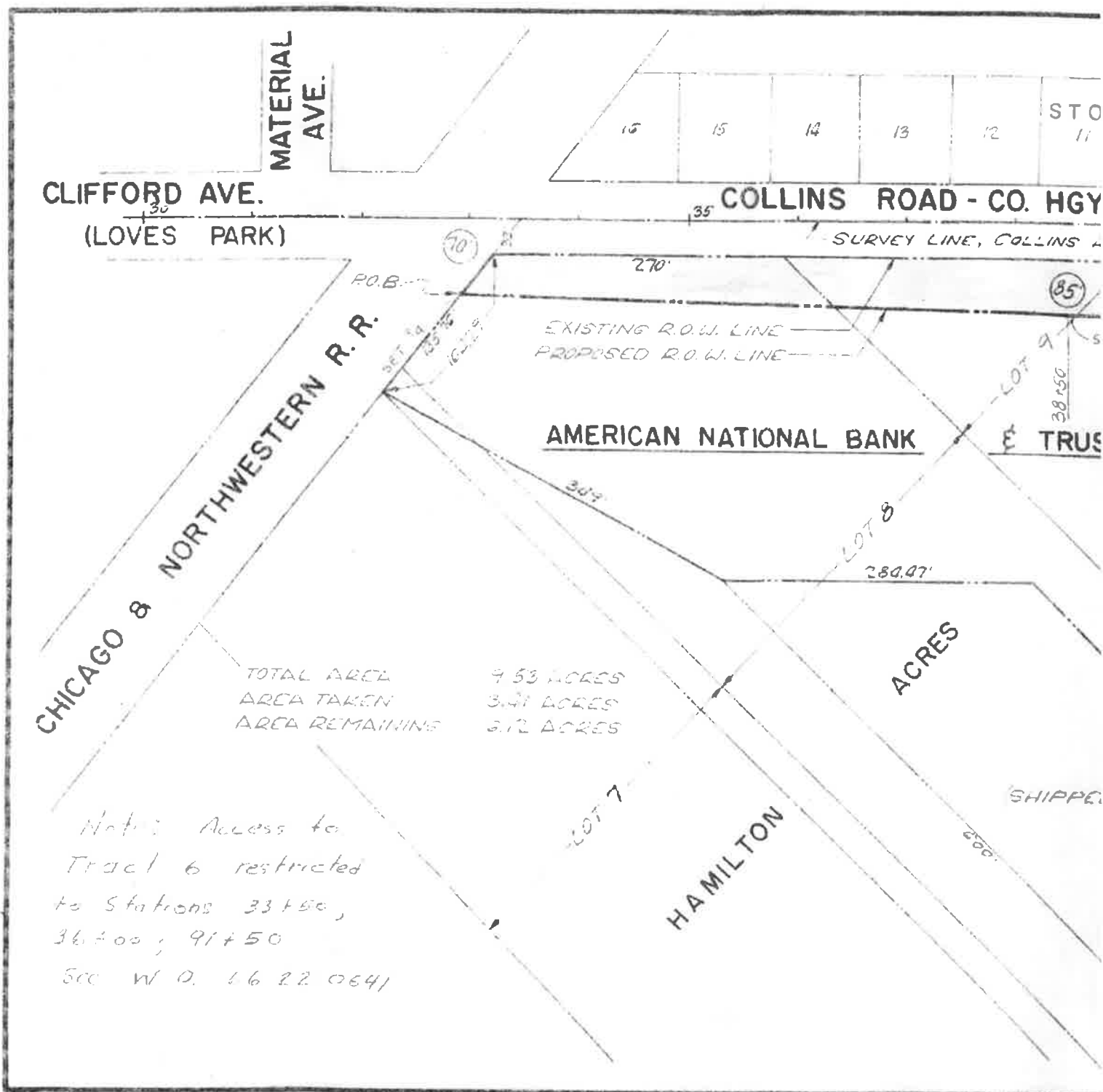
**Excess Right of Way Plats  
Sheet 1 of 19**



HAMILTON HILLS SUB.

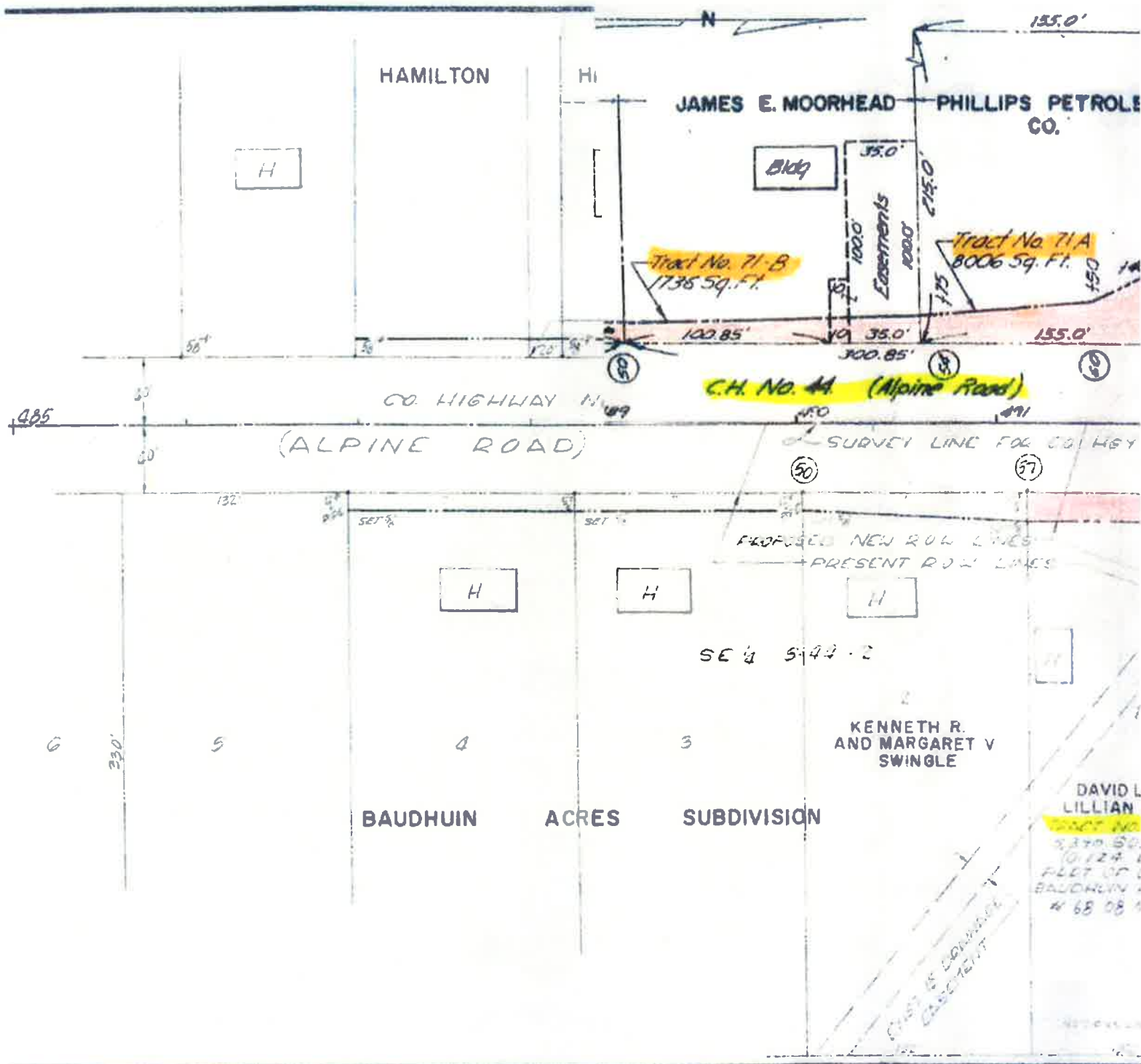
7 1845

77 C 1846



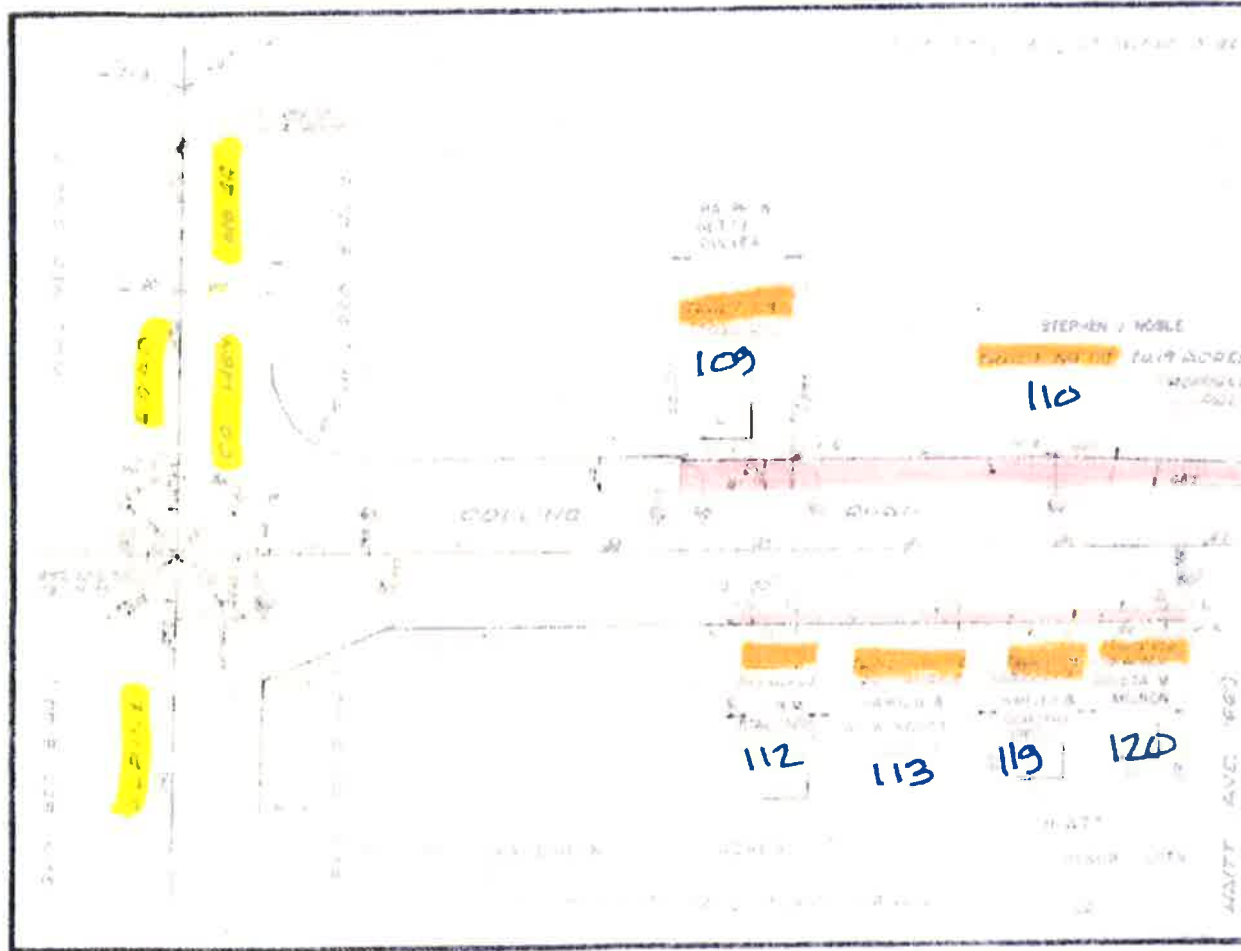
RECORDED 66 22 0643

Line of Lot 8, HAMILTON HILLS SUBD.



68 08 0748









**Tract A**

Part of Lot 6 as designated upon the Plat of Hamilton Acres, being a part of the Southwest Quarter of Section 5 and the Southeast Quarter of Section 6, T. 44 N., R. 2 E. of the 3rd P. M., the plat of which is recorded in Book 21 of Plats on page 333 in the Recorder's Office of Winnebago County, Illinois, described as follows:

Beginning at the Northeast corner of said Lot 6; thence Southwesterly 160 feet on the Southeasterly line of said Lot; thence Northeasterly to a point on the Northeasterly line of said Lot; thence Southeasterly on said Northeasterly line 6 feet to the point of beginning.

The said tract is designated as Tract A and is recorded as Microfilm No. 72-07-1845 in the Recorder's Office of Winnebago County, Illinois.

**Tract B**

Part of Lot 7 as designated upon the Plat of Hamilton Acres, being a part of the Southwest Quarter of Section 5 and the Southeast Quarter of Section 6, T. 44 N., R. 2 E. of the 3rd P. M., the plat of which is recorded in Book 21 of Plats on page 333 in the Recorder's Office of Winnebago County, Illinois, described as follows:

Beginning on the Southeasterly line of said Lot at a point 100 feet Northeasterly from the Southeasterly corner of said Lot; thence Northwesterly 10 feet parallel with the Southwesterly line of said Lot; thence Southwesterly to a point on the Southwesterly line of said Lot; thence Southeasterly on said Southwesterly line 6 feet to the Southeasterly corner of said Lot; thence Northeasterly on the Southeasterly line of said Lot, 100 feet to the point of beginning.

The said tract is designated as Tract B and is recorded as Microfilm No. 72-07-1846 in the Recorder's Office, Winnebago County, Illinois.

**Tract C**

Part of Lots 7 and 8 as designated upon the Plat of Hamilton Acres, being a part of the Southwest Quarter of Section 5 and the Southeast Quarter of Section 6, Township 44 North, Range 2 East of the 3<sup>rd</sup> P.M., the plat of which is recorded in Book 21 of Plats on Page 333 in the Recorder's Office of Winnebago County, Illinois, described as follows:

Beginning on the Southeasterly line of said Lot 7 at a point 100 feet Northeasterly from the Southeasterly corner of said Lot 7; thence Northwesterly 10 feet parallel with the Southwesterly line of said Lot 7; thence Northeasterly, parallel with the Southeasterly line of said Lots 7 and 8, to a point 65 feet Northeasterly from the Southwesterly line of said Lot 8; thence Northeasterly to a point on the Southwesterly line of the property conveyed to the Barber Lumber Company by deed recorded in Book 1091 on Page 306 in said Recorder's Office, which point is 30 feet perpendicularly distant Northwesterly from the Southeasterly line of said Lot 8; thence Southeasterly on said Southwesterly line of the Barber Lumber Company property to the Southeasterly line of said Lot 8; thence Southwesterly on the Southeasterly line of Lots 8 and 7 to the point of beginning.

The said tract is designated as Tract C., Microfile No. 72 07 1845.

**Tract No. 4**

Part of Lot 5 as designated upon the Plat of Hamilton Hills Subdivision of part of the Southeast 1/4 of Section 6 and part of the Southwest 1/4 of Section 5 in Township 44 North, Range 2 East of the Third Principal Meridian, the plat of which is recorded in Book 22 of Plats on page 78 in the Recorder's Office of Winnebago County, Illinois, described as follows: Beginning at the Northwestern corner of said Lot 5; thence Southwesterly 358.41 feet on the Northwestern line of said Lot; thence Southeasterly 45 feet parallel with the Northeasterly line of said Lot; thence Northeasterly to a point on the Northeasterly line of said Lot; thence Northwesterly on said Northeasterly line 5.0 feet to the point of beginning.

Said tract is designated as Tract No. 4 on the plat recorded as Microfile #72 07 1848 in the Recorder's Office of Winnebago County, Illinois.

**Tract No. 6**

A tract of land which is a part of Lots 8 and 9 of Hamilton Acres, being a part of the Southwest Quarter of Section 5 and the Southeast Quarter of Section 6, T. 44 N., R. 2 E. of the 3<sup>rd</sup> P.M. the plat of which is recorded in Book 21 of Plats on page 333 in the Recorder's Office of Winnebago County, Illinois, bounded and described as follows: Beginning at a point on the Northwestern line of said Lot 8, South of and Seventy (70) feet perpendicularly distant from the survey line for a highway designated County Highway No. 55 (also known as Collins Road) and running thence Northeasterly along the Northwestern line of said Lot 8 and an extension thereof to the survey line for said Collins Road; thence East along said survey line to its intersection with the present centerline of a highway designated Illinois State Route 174 (also known as Forest Hills Road); thence Southwesterly along the present centerline of said Route 173 to a point on the Southeasterly extension of the Southwesterly line of the property conveyed to the Barber Lumber Company by deed recorded in Book 1091 on page 306 in the Recorder's Office of Winnebago County, said point being at or near Station 91+03 on the survey line for said Route 173; thence Northwesterly along the Southeasterly extension of the Southwesterly line of said property conveyed to the Barber Lumber Company and along said property line to a point Northwesterly of and Eighty (80) feet perpendicularly distant from the survey line for said Route 173; thence Northeasterly in a straight line to a point Northwesterly of and One Hundred Twenty (120) feet perpendicularly distant from the present centerline of said Route 173 at station 700+70; thence Northerly to a point Southwesterly of and Sixty (60) feet perpendicularly distant from the survey line for the turning lane of said Route 173 and said Collins Road; thence parallel with said turning lane survey line to a point opposite Station 302+70 on said survey line; thence Northwesterly to a point Southerly of and Eighty-five (85) feet perpendicularly distant from the survey line for said Collins Road at Station 41+25; thence Westerly parallel with the survey line for said Collins Road to a point opposite Station 38+50 on said survey line; thence Westerly to the point of beginning EXCEPTING THEREFROM all lands previously dedicated for public use.

Said tract of land contains 3.41 acres, more or less.

The survey lines and present centerlines are divided into stations One Hundred (100) feet in length, numbered in increasing numerical order as follows:

Collins Road	-	to the East
Route 173	-	to the Northeast
Turning lanes	-	to the Northwest

Said survey lines and present centerlines are fixed by and may be retraced from data and references shown on the plat hereto attached and considered a part hereof.

Said tract of land is designated as Tract No. 6 on the attached plat and is situated in the County of Winnebago and State of Illinois, hereby releasing and waiving all right under and by virtue of the Homestead Exemption Laws of the State.

The Grantor, without limiting the fee simple interest above granted and conveyed, does hereby release the Grantee or any agency thereof forever, from any and all claim for damages sustained by the Grantor, its heirs, executors or assigns by reason of the opening, improving and using the above-described premises for highway purposes.

It is understood and agreed by the parties that access to Grantor's property abutting the above described premises shall be allowed at and limited to the following locations: On County Highway 55 at Stations 33 + 50 and 36 + 00, and Illinois State Route 173 at Station 91 + 50.

**Tract No. 66**

Part of the Northeast Quarter (NE 1/4) of Section 5, T. 44 N., R. 2 East of the 3<sup>rd</sup> P.M. bounded and described as follows: Beginning at the point of intersection of the present East line of a public highway designated County Highway No. 44, also known as Alpine Road with the present North line of a public highway designated County Highway No. 55, also known as Collins Road and running thence East along the present North line of said County Highway No. 55 to a point 330.7 feet East of the West line of the N.E. 1/4 of said Section 5; thence North parallel with the West line of said N.E. 1/4 to a point Northerly of and Sixty-three (63) feet perpendicularly distant from the survey line for said County Highway No. 55 at Station 58+52 more or less; thence Westerly parallel with the survey line for said County Highway No. 55 to a point opposite Sta. 56+46; thence Northwesterly on a curved-line having a radius of 65 feet to a point in the present east line of County Highway No. 44, said point being easterly of and 60 feet perpendicularly distant from the survey line for said County Highway No. 44; thence South along said present East line of said County Highway No. 44 to the point of beginning.

The survey line for County Highway No. 44 and the Survey line for County Highway No. 55 are divided into stations one hundred (100) feet in length numbered in increasing numerical order as follows:

County Highway No. 44-----South to North  
County Highway No. 55-----West to East

Said survey lines are fixed by and may be retraced from the data and references shown on the plat hereto attached and considered a part hereof.

Said tract of land is designated as Tract No. 66 on the plat.

**Tract No. 70**

Part of Lot 1 of Baudhuin Acres Subdivision bounded and described as follows: Beginning at the Southwest corner of said Lot 1 and running thence Easterly along the South line of said Lot 1 to a point Fifty-seven (57) feet Easterly of the survey line for a public highway designated County Highway No. 44, also known as Alpine Road; thence Northerly to a point Southerly of and Eighty-five (85) feet perpendicularly distant from the survey line for a public highway designated County Highway No. 55, also known as Collins Road, at Station 55+77; thence Easterly to a point Southerly of and fifty (50) feet perpendicularly distant from the survey line for said County Highway No. 55, at Station 56+57; thence Easterly parallel with the survey line for said County Highway No. 55 to a point on the East line of said Lot 1 Fifty (50) feet perpendicularly

distant from the survey line for said County Highway No. 55; thence Northerly along the East line of said Lot 1 to the Northeast corner of said Lot 1; thence Westerly along the North line of said Lot 1 to the Northwest corner of said Lot 1; thence Southerly along the West line of said Lot 1 to the point of beginning.

The survey line for County Highway No. 44 and the survey line for County Highway No. 55 are divided into stations One Hundred (100) feet in length numbered in increasing numerical order as follows:

County Highway No. 44 ----- South to North  
County Highway No. 55 ----- West to East

Said survey lines are fixed by and may be retraced from the data and references shown on the plat hereto attached and considered a part hereof.

Said tract of land is designated as Tract No. 70 on the attached plat.

**Tract No. 71-A**

That part of the East 215 feet of the North 155 feet of Lot 8 as designated upon the Plat of Hamilton Hills Subdivision of part of the S.E. 1/4 of Sec. 6 and part of the S.W. 1/4 of Sec. 5 Twp. 44 N., Rge. 2 E. of the 3<sup>rd</sup> P.M., which plat is recorded in Book 22 of Plats on page 78 in the Recorder's Office of Winnebago County, Illinois, which lies Northerly and Easterly of the following described right-of-way line:

Beginning on the West line of said Lot 8 at point 70.70 feet perpendicularly distant from the survey line for a public highway designated County Highway No. 55, also known as Collins Road; thence Easterly to a point Southerly of and Sixty-six (66) feet perpendicularly distant from said survey line at Station 54+00; thence Easterly to a point Southerly of and Seventy-seven (77) feet perpendicularly distant from the survey line for said County Highway No. 55 at Station 54+40; thence Southeasterly to a point Westerly of Sixty (60) feet perpendicularly distant from the survey line for a public highway designated County Highway No. 44, also known as Alpine Road, at Station 491+50; thence Southerly to a point Westerly of and Fifty-four (54) feet perpendicularly distant from the survey line for said County Highway No. 44 at Station 490+75; thence Southerly to a point Westerly of and Fifty (50) feet perpendicularly distant from said survey line and One Hundred Twenty (120) feet North of the South line of Lot 8 of said Hamilton Hills Subdivision (said distance of 120 feet being measured parallel with the East line of said Lot 8).

The survey line for County Highway No. 44 and the survey line for County Highway No. 55 are divided into stations One Hundred (100) feet in length numbered in increasing numerical order as follows:

County Highway No. 44 ----- South to North  
County Highway No. 55 ----- West to East

Said survey lines are fixed by and may be retraced from the data and references shown on the plat hereto attached and considered a part hereof.

Said tract of land is designated as Tract No. 71-A on the plat.

**Tract No. 71-B**

That part of the North 145.85 feet of the South 265.85 feet of Lot 8 as designated upon the Plat of Hamilton Hills Subdivision of part of the S.E. 1/4 of Sec. 6 and part of the S.W. 1/4 of Sec. 5 Twp 44 N., Rge

2 E. of the 3<sup>rd</sup> P.M., which plat is recorded in Book 22 of Plats on page 78 in the Recorder's Office of Winnebago County, Illinois, which lies Easterly of the following described right-of-way line:

Beginning at a point Westerly of and Fifty-four (54) feet perpendicularly distant from the survey line for County Highway No. 44 at Station 490+75; thence Southerly to a point Westerly of and Fifty (50) feet perpendicularly distant from said survey line and One Hundred Twenty (120) feet North of the South line of Lot 8 of said Hamilton Hills Subdivision (said distance of 120 feet being measured parallel with the East line of said lot 8), subject to the right of easement of the Phillips Petroleum Company in the North 45 feet of the South 265.85 feet of said Lot 8.

The survey line for County Highway No. 44 is divided into stations 100 feet in length numbered in increasing numerical order from South to North.

Said survey lines are fixed by and may be retraced from the data and references shown on the plat hereto attached and considered a part hereof.

Said tract of land is designated as Tract No. 71-B on the plat.

#### **Tract 108**

Part of the Northwest Quarter of Section 5, Township 44 North, Range 2 East of the Third Principal Meridian, bounded and described as follows: Commencing at the Southeast corner of Lot 1 as designated upon the Plat of M Dodd Subdivision, the Plat of which is recorded in Book 49 of Plats on page 39A in the Recorder's Office of Winnebago County, Illinois, said point being 120.00 feet perpendicularly Westerly from the East line of said Northwest Quarter, thence South 01 degrees 10 minutes 23 seconds East, parallel with the East line of said Northwest Quarter, a distance of 45.01 feet to a point 50 feet perpendicularly distant Northerly from the Survey line for County Highway 55 as shown on Right of Way Plat recorded as Microfilm No. 72-07-1861 in said Recorder's Office and to the point of beginning for the following described Parcel; thence North 66 degrees 12 minutes 39 seconds East, a distance of 54.17 feet to a point 70 feet perpendicularly distant Northerly from said Survey line for County Highway 55 and 70 feet perpendicularly distant Westerly from the East line of said Northwest Quarter; thence North 20 degrees 29 minutes 45 seconds East, a distance of 54.17 feet to a point 120 feet perpendicularly distant Northerly from said Survey line for County Highway 55 and 50 feet perpendicularly distant Westerly from the East line of said Northwest Quarter; thence North 87 degrees 52 minutes 47 seconds East, a distance of 10.00 feet to a line 40 feet perpendicularly Westerly from and parallel with the East line of said Northwest Quarter; thence South 01 degrees 10 minutes 23 seconds East, along said parallel line, a distance of 87.01 feet to a line 33 feet perpendicularly Northerly from and parallel with said Survey line for County Highway 55; thence South 87 degrees 52 minutes 47 seconds West, along said line, a distance of 685.33 feet to the Old Easterly Right of Way line for Forest Hills Road as shown on said Right of Way Plat recorded as Microfilm No. 72-07-1861; thence North 40 degrees 25 minutes 02 seconds East, along said line, a distance of 23.07 feet to a line 50 feet perpendicularly Northerly from and parallel with said Survey line for County Highway 55; thence North 87 degrees 52 minutes 47 seconds East, along said line, a distance of 590.00 feet to the point of beginning; situated in the County of Winnebago and the State of Illinois; containing 0.313 acres.

#### **Tract No. 109**

The North 20.0 feet of the South 60.0 feet of the East 75.0 feet of the West 405.7 feet of the Southwest 1/4 of the Northeast 1/4 of Section 5, Township 44 North, Range 2 East of the Third Principal Meridian, Winnebago County, Illinois.

Said tract is designated as Tract No. 109 and is recorded as Microfilm No. 71-19-1069 in the Recorder's Office of Winnebago County, Illinois.

**Tract No. 110**

That part of the East 482 feet of the West 887.7 feet of the Northeast 1/4 of Section 5, Township 44 North, Range 2 East of the Third Principal Meridian, Winnebago County, Illinois, lying between a line 40 feet Northerly of the South line of said Northeast 1/4 and a line described as follows: Beginning on a line 405.7 feet East of the West line of said Northeast 1/4 at a point 60 feet perpendicularly distant Northerly from the South line of said Northeast 1/4; thence Easterly 174 feet parallel with the South line of said Northeast 1/4; thence Easterly to a point on a line 887.7 feet East of the West line of said Northeast 1/4 which is 50 feet perpendicularly distant Northerly from the South line of said Northeast 1/4.

Said tract is designated as Tract No. 110 and is recorded as Microfilm No. 71-19-1069 in the Recorder's Office, Winnebago County, Illinois.

**Tract No. 111**

The North 10 feet of the South 17 feet of the West 125 feet of Lot 4 in Block 6 as designated upon the Plat of Renn Hart Hills Subdivision, being a Subdivision of a part of the Northeast 1/4 of Section 5, Township 44 North, Range 2 East of the Third Principal Meridian, the Plat of which is recorded in Book 18 of Plats on page 41 in the Recorder's Office of Winnebago County, Illinois.

Said tract is designated as Tract No. 111 and is recorded as Microfilm No. 71-19-1070 in the Recorder's Office, Winnebago County, Illinois.

**Tract No. 112**

The North 7.0 feet of the West 55 feet of Lot 11 as designated upon the Plat of Baudhuin Acres, being a Subdivision of the Northwest 1/4 of the Southeast 1/4 of Section 5, Township 44 North, Range 2 East of the Third Principal Meridian, the Plat of which is recorded in Book 21 of Plats on page 365 in the Recorder's Office of Winnebago County, Illinois.

Said tract is designated as Tract No. 112 on the attached plat and is recorded Microfilm No. 71-19-1069 in the Recorder's Office of Winnebago County, Illinois.

**Tract No. 113**

The North 7.0 feet of the East 110 feet of Lot 11 as designated upon the Plat of Baudhuin Acres, being a Subdivision of the Northwest 1/4 of the Southeast 1/4 of Section 5, Township 44 North, Range 2 East of the Third Principal Meridian, the Plat of which is recorded in Book 21 of Plats on page 365 in the Recorder's Office of Winnebago County, Illinois.

Said tract is designated as Tract No. 113 and is being recorded as Microfilm No. 71-19-1069 in the Recorder's Office of Winnebago County, Illinois.

**Tract No. 117**

The North 14.0 feet, except the East 277.7 feet thereof, of Lot 7 as designated upon the Plat of Hamilton Hills Subdivision of part of the Southeast 1/4 of Section 6 and part of the Southwest 1/4 of Section 5, Township 44 North, Range 2 East of the Third Principal Meridian, the plat of which is recorded in Book 22 of Plats on page 78 in the Recorder's Office of Winnebago County, Illinois.

Said tract is designated as Tract No. 117 and is recorded as Microfilm No. 72-07-1851 in the Recorder's Office, Winnebago County, Illinois.

**Tract No. 118**

The North 20.0 feet of the West 97.52 feet of Lot 8 and the North 20.0 feet of the East 277.7 feet of Lot 7 as designated upon the Plat of Hamilton Hills Subdivision of part of the Southeast 1/4 of Section 6 and part of the Southwest 1/4 of Section 5 in Township 44 North, Range 2 East of the Third Principal Meridian, the plat of which is recorded in Book 22 of Plats on page 78 in the Recorder's Office of Winnebago County, Illinois.

Said tract is designated as Tract No. 118 on the plat recorded as Microfile #72 07 1857 in the Recorder's Office of Winnebago County, Illinois.

**Tract No. 119**

The North 7.0 feet of Lot 22 as designated upon the Plat of Hiatt Heights, being a Resubdivision of Lots 12 and 13, Baudhuin Acres Subdivision, the plat of which is recorded in Book 20 of Plats on page 189 in the Recorder's Office of Winnebago County, Illinois.

Said tract is designated as Tract No. 119 and is recorded as Microfilm No. 71-19-1069 in the Recorder's Office of Winnebago County, Illinois.

**Tract No. 120**

The North 7.0 feet of Lot 21 as designated upon the Plat of Hiatt Heights, being a Resubdivision of Lots 12 and 13, Baudhuin Acres Subdivision, the plat of which is recorded in Book 20 of Plats on page 189 in the Recorder's Office of Winnebago County, Illinois.

Said tract is designated as Tract No. 120 and is recorded as Microfilm No. 71-19-1070 in the Recorder's Office of Winnebago County, Illinois.

**Tract No. 121**

The North 7.0 feet of Lot 2 as designated upon the Plat of Hiatt Heights, being a Resubdivision of Lots 12 and 13, Baudhuin Acres Subdivision, the plat of which is recorded in Book 20 of Plats on page 189 in the Recorder's Office of Winnebago County, Illinois.

Said tract is designated as Tract No. 121 and is being recorded as Microfilm No. 71-19-1070 in the Recorder's Office of Winnebago County, Illinois.

**Tract No. 122**

The North 7.0 feet of Lot 1 as designated upon the Plat of Hiatt Heights, being a Resubdivision of Lots 12 and 13, Baudhuin Acres Subdivision, the plat of which is recorded in Book 20 of Plats on page 189 in the Recorder's Office of Winnebago County, Illinois.

Said tract is designated as Tract No. 122 on the attached plat and is being recorded as Microfilm No. 71-19-1070 in the Recorder's Office of Winnebago County, Illinois.

**Tract No. 123**

The North 7.0 feet of Lot 14 as designated upon the Plat of Baudhuin Acres, being a Subdivision of the Northwest 1/4 of the Southeast 1/4 of Section 5, Township 44 North, Range 2 East of the Third Principal Meridian, the Plat of which is recorded in Book 21 of Plats on page 365 in the Recorder's Office of Winnebago County, Illinois.

Said tract is designated as Tract No. 123 and is recorded as Microfilm No. 71-19-1070 in the Recorder's Office of Winnebago County, Illinois.

**Tract No. 124**

The North 7.0 feet of Lot 15 as designated upon the Plat of Baudhuin Acres, being a Subdivision of the Northwest 1/4 of the Southeast 1/4 of Section 5, Township 44 North, Range 2 East of the Third Principal Meridian, the Plat of which is recorded in Book 21 of Plats on page 365 in the Recorder's Office of Winnebago County, Illinois.

Said tract is designated as Tract No. 124 and is being recorded as Microfilm No. 71-19-1071 in the Recorder's Office of Winnebago County, Illinois.

**Tract No. 125**

Part of the Southwest Quarter of Section 5, Township 44 North, Range 2 East of the Third Principal Meridian, described as follows: Beginning at the point of intersection of the North line of the said Southwest 1/4 and the Westerly line of the Chicago and Northwestern Railway Right-of-way; thence West on the North line of said Southwest 1/4, and on the survey line for a public highway designated C.H. No.55 (also known as Collins Road), which line is coincident with the North line of said Southwest 1/4, to Station 30+70 on said survey line; thence South perpendicular to the said survey line, 40.0 feet; thence Southeasterly to a point on the said Westerly Right-of-way line of the Chicago and Northwestern Railway, 70.0 feet perpendicularly distant Southerly of the said survey line for C.H.No.55; thence Northeasterly on the said Westerly Right-of-way line to the point of beginning. The survey line for said C.H.No.55 is divided into stations 100 feet in length numbered in increasing order from West to East and fixed by and may be retraced from the data and references shown on the plat hereto attached and considered a part thereof.

Said tract is designated as Tract No. 125 on the plat recorded as Microfilm 71 11 1836 in the Recorder's Office of Winnebago County, Illinois.

**Tract No. 126**

The South 25 feet of Lot "H" as designated upon the Plat of Larson's Industrial Tracts, being a subdivision of a part of the Northwest 1/4 of Section 5, Township 44 North, Range 2 East of the Third Principal Meridian, the Plat of which is recorded in Book 27 of Plats on page 37 in the Recorder's Office of Winnebago County, Illinois, excepting the Westerly 18 feet thereof.

Said tract is designated as Tract No. 126 on the attached plat and is recorded as Microfilm No. 71 14 1260. The survey line for said C.H. No. 55 is divided into Stations One Hundred (100) feet in length number in increasing order from West to East and is fixed by and may be retraced from the data and reference shown on the plat hereto attached and considered a part hereof.

**Tract 126-A**

The South 25 feet of the West 18 feet of Tract H as shown upon the Plat of Larson's Industrial Tracts, being a subdivision of a part of the Northwest 1/4 of Section 5, Township 44 North, Range 2 East of the 3rd P.M.,

the plat of which is recorded in Book 27 of Plats on page 37 in the Recorder's Office of Winnebago County, Illinois.

Said tract is designated as Tract No. 126A on the attached plat and is recorded as Microfilm No. 711 1834. The survey line for said Clifford Avenue and Collins Road is divided into Station One Hundred (100) feet in length number in increasing order from West to East and is fixed by and may be retraced from the data and reference shown on the plat hereto attached and considered a part thereof.

**Tract No. 127 (Easement deed 77152)**

Part of the Southwest Quarter and part of the Northwest Quarter of Section 5, Township 44 North, Range 2 East of the Third Principal Meridian, described as follows: Beginning at the point of Intersection of the North line of said Southwest Quarter and the Westerly line of the Chicago and North Western Railway Company Right-of-Way; thence Southwesterly on said Westerly Right-of-Way line to a point 70.0 feet perpendicularly distant Southerly from the survey line for a public highway designated C.H. No. 55 (also known as Collins Road), which line is coincident with the North line of said Southwest Quarter; thence East parallel with said survey line to the Easterly Right-of-Way line of said Chicago and North Western Railway Company; thence Northeasterly on said Easterly Right-of-Way line to a point 65.0 feet perpendicularly distant Northerly of said survey line; thence West parallel with said survey line to said Westerly Right-of-Way line of the Chicago and North Western Railway Company; thence Southwesterly on said Westerly Right-of-Way line to the point of beginning. The survey line for said C.H.No.55 is divided into stations 100 feet in length numbered in increasing order from West to East and fixed by and may be retraced from the data and references shown on the plat hereto attached and considered a part thereof.

Said tract is designated as Tract No. 127 on the plat recorded as Microfilm #71 11 1836.

**Tract No. 129**

The South 17 Feet of Lot 11 as designated upon the Plat of Stone's Subdivision of Lot 1, Baudhuin Farms in the North Half of Section 5, Township 44 North, Range 2 East of the Third Principal Meridian, the plat of which is recorded in Book 20 of Plats on page 168 in the Recorder's Office of Winnebago County, Illinois.

Said tract is designated as Tract No. 129 on the attached plat and is recorded as Microfilm No. 71 07 0343.

**Tract No. 130**

The South 17 feet of Lot 10 as designated upon the Plat of Stone's Subdivision of Lot 1 Baudhuin Farms in the North 1/2 of Section 5, Township 44 North, Range 2 East of the 3rd Principal Meridian, the plat of which subdivision is recorded in Book 20 of Plats on page 168 in the Recorder's Office of Winnebago County, Illinois.

Said tract is designated as Tract No. 131 on the attached plat and is recorded as Microfilm No. 71 07 0309.

**Tract No. 131**

The South 17 feet of Lot 9 designated upon the Plat of Stone's Subdivision of Lot 1, Baudhuin Farms in the North Half of Section 5, Township 44 North, Range 2 East of the Third Principal Meridian, the plat of which is recorded in Book 20 of Plats on page 168 in the Recorder's Office of Winnebago County, Illinois. Said tract is designated as Tract No. 131 on the attached plat and is recorded as Microfilm No. 71-08-0163.

**Tract No. 132**

The South 17 feet of Lot 8 designated upon the Plat of Stone's Subdivision of Lot 1, Baudhuin Farms in the North Half of Section 5, Township 44 North, Range 2 East of the Third Principal Meridian, the plat of which is recorded in Book 20 of Plats on page 168 in the Recorder's Office of Winnebago County, Illinois.

Said tract is designated as Tract No. 132 on the plat.

**Tract No. 133**

The South 17 feet of Lot 7 designated upon the Plat of Stone's Subdivision of Lot 1, Baudhuin Farms in the North Half of Section 5, Township 44 North, Range 2 East of the Third Principal Meridian, the plat of which is recorded in Book 20 of Plats on page 168 in the Recorder's Office of Winnebago County, Illinois.

Said tract is designated as Tract No. 133 on the plat filed in the Recorder's Office of Winnebago County and designated as Micro-film no. 71-08-0163.

**Tract No. 136**

Lots 1, 2, 3 and 4 as designated upon the Plat of Stone's Subdivision of Lot 1, Baudhuin Farms in the North Half of Section 5, Township 44 North, Range 2 East of the Third Principal Meridian, the plat of which is recorded in Book 20 of Plats on page 168 in the Recorder's Office of Winnebago County, Illinois, excepting therefrom that part of said Lots 3 and 4 lying Northerly of a line described as follows: Beginning on the North line of said Lot 3 at a point 20 feet West of the Northeast corner of said Lot 3; thence Southwesterly to the West line of said Lot 4 at a point 27 feet North of the Southwest corner of said Lot 4.

Said tract is designated as Tract 136 and is recorded in the Recorder's Office of Winnebago County as Microfile No. 70-08-0161.



# Illinois Department of Transportation

Office of Highways Project Implementation / Region 2 / District 2  
819 Depot Avenue / Dixon, Illinois 61021-3500

PROJECT IMPLEMENTATION  
LOCAL ROADS & STREETS  
County Highway 55 (FAP 525)  
E. Riverside Blvd.  
Winnebago County  
Job No. R-92-001-72

August 1, 2018

Mr. Joe Vanderwerff, P.E.  
Winnebago County Engineer  
424 N. Springfield Avenue  
Rockford, Illinois 61101

## LETTER OF INTENT

Dear Mr. Vanderwerff:

This letter will document the intent of Winnebago County and the People of the State of Illinois, Department of Transportation to enter into a binding agreement to transfer the Department's rights to various tracts of property along Riverside Boulevard/CH 55 (FAP 525), Alpine Road (FAP 412), Forest Hills Road (FAU 5146) north of Riverside Boulevard, and Forest Hills Road/CH 7 (FAU 5146) south of Riverside Boulevard, as hereinafter described.

See attached Addendum No. 3, Excess Right of Way Plats, Sheets 1 thru 19, for parcel descriptions.

The Department will prepare the conveyance documents in accordance with 605 ILCS 5/4-508d and have them recorded in the Winnebago County Recorder's office.

Winnebago County understands that the conveyance documents will include only property deemed necessary for public use without compensation. Winnebago County agrees that the property must continue to be used for public purposes.

Winnebago County further understands that no part of the transferred property can be vacated or disposed of without the approval of the Department, which may require compensation for non-public use. The deed of conveyance from the Department to Winnebago County will include specific language to reserve this right to approve future conveyance.

Joe Vanderwerff, P.E.  
Winnebago County Engineer  
Page Two  
August 1, 2018

To document Winnebago County's acceptance of the property transfer, we ask that the Winnebago County Board, by the enclosed resolution, Addendum No. 2, authorize you to sign this Letter of Intent, Addendum No. 4.

Please return the copy of this Letter of Intent with your original signature, as well as an executed copy of the County Board Resolution-Addendum No. 2, along with an executed copy of the enclosed BLR Form 05211, Local Agency State Agreement for Jurisdictional Transfer.

If you have any questions, please contact me at 815/284-5381.

Sincerely,

Kevin Marchek, P.E.  
Region Two Engineer



By: Anthony M. Baratta, P.E.  
District Local Roads Engineer

TB05-18-18-1  
Enclosures

Please indicate the appropriate response by placing a check in the box adjacent to one of the alternatives listed below:

- ☐ Winnebago County has reviewed the terms outlined in this Letter of Intent and requests the Department to proceed with the necessary work to transfer the property along Riverside Boulevard/CH 55 (FAP 525), Alpine Road (FAP 412), Forest Hills Road (FAU 5146) north of Riverside Boulevard, and Forest Hills Road/CH 7 (FAU 5146) south of Riverside Boulevard from the Department to Winnebago County.
- ☐ Winnebago County does NOT accept the terms outlined in this Letter of Intent and instructs the Department to take no further action.

\_\_\_\_\_  
Winnebago County Engineer

\_\_\_\_\_  
Date

# **BOARD APPOINTMENTS**



# Executive Summary

Date: August 9, 2018

From: County Board Chairman Frank Haney

Topic: **Board Appointment**

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

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

**Recommendation:** County Board Chairman Frank Haney recommends the following person(s) to serve as County appointees.

.....

**Rebecca Ihne** of Rockford, Illinois, 61109 to serve a 3-year term from June 2018-June 2021 on the Cherry Valley Fire Protection District Board.

About the Cherry Valley Fire Protection District	
<b>Location:</b>	4919 Blackhawk Road, Cherry Valley, IL
<b>Service Description:</b>	Provide fire emergency, medical and other life safety services to the Village of Cherry Valley and Winnebago and Boone Counties
<b>Board Composition:</b>	Three trustees, appointed by the Winnebago County Board Chairman with advice and consent of the County Board
<b>Origin of Entity:</b>	Fire Protection District AT (70 ILCS 705/1)
<b>Property Tax/Funding:</b>	District levies and annual property tax, charges for services and replacement tax
<b>Consolidation/ Dissolution Plan:</b>	<i>If applicable</i>
<b>Compensation:</b>	None

## **Rebecca Sue (Cornman) Ihne**

### Education:

- June 1963 - Graduation from Rockford East High School
- June 1967 - Bachelor's Degree in Education from Northern Illinois University
- August 1972 - Master's Degree in Outdoor Education from Northern Illinois Univ.
- About 40 credits earned beyond Master's Degree in Education in Reading, Early Childhood, and Behavior Disorders

### Employment:

- 1967-1971 - Rockford School District 205  
Teacher/Diagnostician for Learning Disabled children
- 1971-1972 - Part time in Rockford School District  
Teacher/Diagnostician for Learning Disabled children
- 1972-1974 - Breaks to have 2 children.  
Subbed in Rockford District  
Taught summer school in Rockford School District
- Summer 1974 Supervised Student Teachers from Northern Illinois University
- 1975-1976 - Full time in Rockford School District  
Teacher/Diagnostician for Learning Disabled children
- 1976-1981 - Kinnikinnick School District  
Teacher/Diagnostician for Learning Disabled children  
Reading Instructor for 4th & 5th Grade students
- 1981-1986 - Subbed in Rockford School District
- 1986-2000 - Rockford Public School District  
Teacher for Behavior Disordered Students (1981-1995)  
Reading Specialist & Implementor at Stiles Elementary (1995-2000)  
Supervised Student Teachers from Northern Illinois University
- 2000 Retired from Teaching
- 2007-2013 Cherry Valley Fire Protection District - Fire Commissioner - Secretary
- 2013-Present Cherry Valley Fire Protection District - Trustee - Secretary



## Executive Summary

Date: July 25, 2018

From: County Board Chairman Frank Haney

Topic: **Board Appointment**

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

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

**Recommendation:** County Board Chairman Frank Haney recommends the following person(s) to serve as County appointees.

.....  
**Kent Peterson** of Pecatonica, Illinois, 61063 to serve a 6-year term from December 2017 – December 2023 on the 12 Mile Grove Cemetery Association Board

About the Winnebago County 12 Mile Grove Cemetery Association Board	
<b>Location:</b>	321 10th Street, Pecatonica, IL 61063
<b>Service Description:</b>	Administrative, care and maintaining of cemetery formed by association.
<b>Board Composition:</b>	Seven (7) members appointed by the Winnebago County Board Chairman with advice and consent of the County Board
<b>Compensation</b>	Secretary if applicable
<b>Origin of Entity:</b>	805 ILCS 320/1 Section 1 that any six (6) or more persons may organize a Cemetery Association to be owned, managed and controlled in the manner hereinafter provided
<b>Property Tax/Funding:</b>	Interment fees and sale of grave plots
<b>Consolidation/ Dissolution Plans:</b>	<i>If applicable</i>



## Executive Summary

Date: August 1, 2018

From: County Board Chairman Frank Haney

Topic: **Board Appointment**

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

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

**Recommendation:** County Board Chairman Frank Haney recommends the following person(s) to serve as County appointees.

.....  
**Carol Wilke** of Durand, Illinois, 61024 to serve a 5-year term from May 2018–May 2023 on the Zoning Board of Appeals

About the Winnebago County Zoning Board of Appeals	
<b>Location:</b>	404 Elm Street
<b>Service Description:</b>	Hears public testimony on zoning petitions filed by petitioners and makes recommendations to the County Board on the petitions
<b>Board Composition:</b>	Seven members from different townships appointed by the Winnebago County Board Chairman with the advice and consent of the County Board
<b>Compensation</b>	\$100 per meeting Meets 2 <sup>nd</sup> Wednesday of each month
<b>Origin of Entity:</b>	Article 2, Section 2.3 of the Winnebago County Codes
<b>Property Tax/Funding:</b>	Funded from County's General Fund
<b>Consolidation/ Dissolution Plans:</b>	<i>If applicable</i>

## CAROL L. WILKE

11745 Freeport Road  
Durand, IL 61024  
(815) 248-3062  
clwilke@stateline-isp.com

### SKILLS AND ACTIVITIES

- Winnebago County Zoning Board of Appeals, June 1996 to December 2008.
- Lake Summerset Association Board, 1996 to 1999.
- People-oriented and able to achieve goals and results both independently and collaboratively by utilizing excellent written and oral communication skills, dependability, analytical skills, detail-orientation, and organization.
- Proficient in Microsoft Windows, Microsoft Excel, Word, and PowerPoint.

### EDUCATION

**Bachelor of Science, ROCKFORD COLLEGE** – 3.96 GPA, class rank 8/271 – May 1996.

**Business Administration, *emphasis in Marketing***, (summa cum laude).

HONORS: Phi Beta Kappa Scholarship Recipient – Rockford College – September 1995.

Distinguished Scholar's List, Spring & Fall 1994, 1995, Spring 1996.

Outstanding Student Writing Award – Rock Valley College – May 1992.

**Associate of Applied Science, ROCK VALLEY COLLEGE** – May 1975.

### EMPLOYMENT EXPERIENCE

**Measurement Coordinator, ROCKFORD HEALTH SYSTEM**, February 2001 to January 2009,

Quality Improvement: Supervise the smooth operation of the patient satisfaction survey process for the entire healthcare system, which includes maintaining an efficient and positive working relationship with the vendor, validating statements, designing and distributing reports, analyzing statistical results. In addition, design and generate clear and concise reports that contain various clinical measures for numerous departments throughout the system. Provide data for the physician reappointment process. Assist with measuring and reporting staffing effectiveness.

**Accomplishments:** Successfully set-up the survey process with the patient satisfaction vendor for five different services within the system. Designed clear and concise custom patient satisfaction reports for senior leadership. Educated staff throughout the system on how to interpret the patient satisfaction reports. Established efficient methods of reporting both monthly and quarterly clinical data.

**Planning Associate, ROCKFORD HEALTH SYSTEM**, March 1999 to February 2001,

Planning & Marketing Department: Design and generate clear and concise written, statistical and graphical reports that summarize consumer/market research activities for various management personnel. Perform in-depth research of new and existing markets, including demographics, payer mix, and utilization. Acquire and maintain both internal and competitive data from various external sources. Develop, maintain, and manage various databases. Compile and analyze data for the strategic planning efforts of the department.

**Accomplishments:** Improved the design of various Trendstar report formats to maximize efficiency of data retrieval and minimize the turn-around time of data requests. Developed and managed a resource library to be used for various market studies. Created an effective process to monitor residential growth in a two-county area.



## Executive Summary

Date: August 2, 2018

From: County Board Chairman Frank Haney

Topic: **Board Appointment**

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

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

**Recommendation:** County Board Chairman Frank Haney recommends the following person(s) to serve as County appointees.

.....  
**Ken Gibler** of Durand, Illinois, 61014 to serve a 3-year term from May 2018 –December 2021 on the Durand Sanitary District Board

About the Winnebago County Durand Sanitary District	
<b>Location:</b>	308 W. Main Street, Durand, IL 61024
<b>Service Description:</b>	Provides sanitary sewer service to the Durand area
<b>Board Composition:</b>	Three (3) members appointed by the Winnebago County Board Chairman with the advice and consent of the County Board
<b>Compensation</b>	President & Treasurer: \$330 Secretary: \$355
<b>Origin of Entity:</b>	Sanitary District Act of 1917 (70 ILCS 2405/3)
<b>Property Tax/Funding:</b>	District levies an annual property tax, charges for service and replacement tax
<b>Consolidation/ Dissolution Plans:</b>	<i>If applicable</i>

# Kenneth R. Gibler

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409 E. North St.  
Durand, IL 61014  
815-248-2870  
gibler1@mchsi.com

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## EXPERIENCE

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### US II ENTERPRISES Durand, IL

**Owner** 2012 - Present

### BENNETT CONSTRUCTION Pecatonica, IL

**Superintendent** 1972 - 2013

### DURAND VILLAGE BOARD Durand, IL

**Zoning Board Member** 1976 - 1983

**Zoning Board Administrator** 1983 - 1991

**Village Board Member** 1991 - 1999

**Sanitary Board Member** 2003 - Present

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## EDUCATION

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### PECATONICA HIGH SCHOOL Pecatonica, IL

**High School Diploma** 1966 - 1970