

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

Thursday, August 28, 2025
5:30 PM

Present:

Keith McDonald, Chairperson (arrived at 5:31 p.m.)
Valerie Hanserd, Vice Chairperson
Paul Arena
John Butitta
Joe Hoffman
Michael Thompson
Christina Valdez

Others Present:

Patrick Thompson, County Administrator
Steve Schultz, Chief Financial Officer
Hope Edwards, Director, Purchasing (Staff Liaison)
Lafakeria Reuter, State's Attorney's Office
Chris Dornbush, Chief Operations Officer
Tom Jakeway, Court Administration
Shawn Franks, Facilities

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – August 7, 2025
- D. Public Comment – This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first-come basis with sign-up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee, or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgment by the chair, please stand and state your name. Thank you.
- E. Resolution Awarding Professional Services to Pre-Qualified Vendors for Architects and Engineering Support
- F. Resolution Awarding Purchase of Two Adult Probation Vehicle Replacements Using CIP Funds
Cost: \$63,405
- G. Resolution Awarding Electricity Services
- H. Update on Raffle Ordinance
- I. Future Agenda Items
- J. Adjournment

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

Roll Call

Vice Chairperson Hanserd, yes; Mr. Arena, yes; Mr. Butitta, yes; Mr. Hoffman, yes; Mr. Thompson, yes; Ms. Valdez, yes.

A quorum is present.

Approval of Minutes – August 7, 2025

Motion: Vice Chairperson Hanserd made a motion to approve the minutes of August 7, 2025.

Second: Mr. Butitta.

Vice Chairperson Hanserd called for any discussion.

Vice Chairperson Hanserd called for a vote to approve the minutes.

The motion was passed by a unanimous voice vote.

Public Comment

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

Resolution Awarding Professional Services to Pre-Qualified Vendors for Architects and Engineering Support

Vice Chairperson Hanserd called for a motion.

Motion: Ms. Valdez. Second: Mr. Thompson.

Mr. Patrick Thompson summarized the details of the resolution.

Vice Chairperson Hanserd called for any questions or concerns.

Vice Chairperson Hanserd noted that Chairperson McDonald arrived at 5:31 p.m.

- Discussion followed concerning the resolution.

Vice Chairperson Hanserd called for a vote to approve the resolution.

The motion to approve the resolution was passed by a unanimous voice vote.

Resolution Awarding Purchase of Two Adult Probation Vehicle Replacements Using CIP Funds

Cost: \$63,405

Motion: Vice Chairperson Hanserd. Second: Ms. Valdez.

Mr. Patrick Thompson reviewed the resolution.

Vice Chairperson Hanserd called for any questions or concerns.

- Discussion followed.

Vice Chairperson Hanserd called for a vote to approve the resolution.

The motion to approve the resolution was passed by a unanimous voice vote.

Resolution Awarding Electricity Services

Motion: Vice Chairperson Hanserd. Second: Mr. Thompson.

Mr. Patrick Thompson reviewed the resolution. Ms. Edwards provided additional information.

Vice Chairperson Hanserd called for any questions or concerns.

- Discussion followed.

Vice Chairperson Hanserd called for a vote to approve the resolution.

The motion to approve the resolution was passed by a unanimous voice vote.

Update on Raffle Ordinance

Mr. Dornbush provided an update on the Raffle ordinance.

Vice Chairperson Hanserd called for any questions.

Future Agenda Items

- Draft Noise Ordinance and County Ordinances.

Motion to Adjourn

Motion: Vice Chairperson Hanserd made a motion to adjourn the meeting.
Second: Mr. Thompson.
A unanimous voice vote passed the motion to adjourn.
The meeting was adjourned.

Respectfully submitted,

Nancy Bleile
Executive Assistant