

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

Thursday, February 5, 2026
5:30 PM

Present:

Paul Arena, **Chairperson**
Valerie Hanserd, **Vice Chairperson**
John Butitta
Michael Thompson
Christina Valdez

Absent:

Joe Hoffman
Keith McDonald

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
Shawn Franks, Director, Facilities
Dan Magers, Chief Information Officer
Rick Ciganek, WCSO
Lucas Wagner, WCSO
Ray Thompson, County Board Member (via Zoom)
John Sweeney, County Board Member
Jennifer Stacy, WCAS
Clayton Nelson, Huffman Keel
Mary Rasho, Motorola Solutions
Dominick Storelli, Motorola Solutions
Dominic Barcellona, Retired Deputy Chief WCSO

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes –January 15, 2026
- 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 Purchase of Winnebago County Animal Services Transit Van Using Fee Funds
Cost: \$89,302
- F. Resolution Awarding Property Tax and Assessment Software Annual Renewal
Cost: \$198,862
- G. Resolution Awarding Upper Roof Replacement at the Juvenile Justice Center Using CIP 2026 Funds
Cost: \$102,740
- H. Ordinance Regulating Door-To-Door Solicitation
- I. Update on the Regional Board of Education

- J. Update on Animal Services Operation
- K. Update on Space Needs Study
- L. Other Matters
- M. Future Agenda Items
- N. Adjournment

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

Roll Call

Chairperson Arena, yes; Mr. Butitta, yes; Ms. Hanserd, yes; Dr. Michael Thompson, yes; Christina Valdez, yes.

A quorum is present.

Approval of Minutes – January 15, 2026

Chairperson Arena called for a motion to approve the minutes of January 15, 2026.

Motion: Ms. Hanserd. Second: Ms. Valdez.

Chairperson Arena called for any discussion.

Chairperson Arena called for a vote to approve the minutes.

The motion was passed by a unanimous voice vote.

Public Comment

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

Resolution Awarding Purchase of Winnebago County Animal Services Transit Van Using Fee Funds

Cost: \$89,302

Motion: Chairperson Arena. Second: Dr. Thompson.

Mr. Patrick Thompson provided details of the resolution.

- A discussion followed.

Chairperson Arena called for any other questions.

Chairperson Arena called for a vote to approve the resolution.

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

Resolution Awarding Property Tax and Assessment Software Annual Renewal

Cost: \$198,862

Motion: Chairperson Arena. Second: Ms. Hanserd.

Mr. Patrick Thompson reviewed the resolution.

Chairperson Arena called for any questions.

Chairperson Arena called for a vote to approve the resolution.

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

Resolution Awarding Upper Roof Replacement at the Juvenile Justice Center Using CIP 2026 Funds

Cost: \$102,740

Motion: Chairperson Arena. Second: Ms. Hanserd and Ms. Valdez.

Mr. Patrick Thompson reviewed the resolution.

Chairperson Arena called for any questions.

Chairperson Arena called for a vote to approve the resolution.

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

Ordinance Regulating Door-To-Door Solicitation

Motion: Chairperson Arena. Second: Dr. Thompson and Ms. Valdez.

Mr. Patrick Thompson reviewed the ordinance.

Chairperson Arena called for any questions.

Chairperson Arena called for a vote to approve the ordinance.

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

Update on the Regional Board of Education

Ms. Reuter provided an update regarding the County's authority over the Regional Board of Education.

Update on Animal Services Operation

Mr. Patrick Thompson provided background information on issues raised with Animal Services. Ms. Stacy shared insights into improvements that have addressed the concerns.

- A discussion followed.

Update on Space Needs Study

Mr. Patrick Thompson provided an update since the last meeting and reported that meetings were held with department heads and the elected officials identified in the initial review of space needs. Departments requesting additional space were asked to specify their needs in square footage and the types of space, as summarized in the report by Mr. Dornbush and shared with committee members. Mr. Dornbush and Ms. Edwards reviewed the handout with committee members.

- A discussion followed.

Chairperson Arena asked Mr. Patrick Thompson to provide updates and requested that the handout be emailed to all County Board members for their information.

Chairperson Arena called for any other questions or comments.

Other Matters

None reported.

Future Agenda Items

None reported.

Motion to Adjourn

Chairperson Arena called for a motion to adjourn the meeting.

Motion: Ms. Hanserd. Second: Mr. Butitta.

A unanimous voice vote passed the motion to adjourn.

The meeting was adjourned.

Respectfully submitted,

Nancy Bleile
Executive Assistant