

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

Thursday, March 19, 2026
5:30 PM

Present:

Paul Arena, Chairperson
Valerie Hanserd, Vice Chairperson
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
Shawn Franks, Director, Facilities
Ray Thompson, County Board Member
Tom Brawner, Club Association
Jan Flemming, Club Association
Sharon Brueggeman, Club Association
F.S. Tate, Club Association
Greg Gates, Reagan Mass Transit District (RMTD)

Absent:

Keith McDonald

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes –March 5, 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. Update for Winnebago County Rural Transit Program
- F. Resolution Authorizing Execution And Amendment Of Section 5311 Grant Agreement For FY-2027
- G. Resolution Authorizing Execution Of The Acceptance Of The Special Warranty (Grant For Rural Transportation) For FY-2027
- H. Ordinance Amending Chapter 26, Article II of the Winnebago County Code of Ordinances Regarding Raffles
- I. Resolution Awarding Purchase of Security Equipment for Winnebago County Operations Using CIP 2026 Funds
Cost: \$205,050
- J. Discussion: Ordinance Regulating Door-to-Door Solicitation
- K. Other Matters
- L. Future Agenda Items
- M. Adjournment

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

Roll Call

Chairperson Arena, yes; Mr. Butitta, yes; Mr. Hoffman, yes; Dr. Michael Thompson, yes.
A quorum is present.

Approval of Minutes – March 5, 2026

Chairperson Arena called for a motion to approve the minutes of March 5, 2026.

Motion: Mr. Butitta. Second: Dr. Thompson.

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 read the Public Comment Section. F.S. Tate asked about the increase in the Queen of Hearts Drawing, W-2s, and 1099s. Jan Flemming from the Association of Clubs mentioned potential license changes at clubs and asked about their status. Speakers received copies of the proposed Ordinance to review.

Ms. Valdez and Ms. Hanserd arrived to participate in the Operations & Administrative committee meeting.

Update for Winnebago County Rural Transit Program

Mr. Gates from the Reagan Mass Transit District (RMTD) briefed the committee on progress in rural public transportation. Mr. Gates thanked the county's finance staff for their prompt reimbursements. Awareness efforts continue to inform residents in rural areas about available services. Mr. Gates shared that the FY27 application is being prepared and provided an update on the funding status. Mr. Gates called for questions.

- A discussion followed.

A suggestion was made to issue a press release about the program before the County Board meeting on Thursday, March 26, 2026, to boost exposure ahead of the board's vote on the resolutions.

Resolution Authorizing Execution And Amendment Of Section 5311 Grant Agreement For FY-2027

Motion: Chairperson Arena. Second: Mr. Butitta.

Mr. Dornbush shared information on the resolution.

Chairperson Arena called for any questions or comments.

Chairperson Arena called for a vote to approve the resolution.

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

Resolution Authorizing Execution Of The Acceptance Of The Special Warranty (Grant For Rural Transportation) For FY-2027

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

Mr. Patrick Thompson reviewed the resolution.

Chairperson Arena called for any questions or comments.

Chairperson Arena called for a vote to approve the resolution.

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

Ordinance Amending Chapter 26, Article II of the Winnebago County Code of Ordinances Regarding Raffles

Motion: Chairperson Arena. Second: Ms. Valdez.

Mr. Dornbush reviewed the ordinance.
Chairperson Arena called for any questions.

- A discussion followed.

Motion: Chairperson Arena made a motion to amend the Ordinance, Section 26-116 - Issuance, following the sentence, "The County Board shall, within thirty (30) days from the date of application, accept or reject a general raffle, poker run or progressive raffle license application." Add, "*In the event a county board meeting is not held within the required thirty (30) day timeframe, the county clerk and county board chairman shall have the authority to review, and then approve or deny the application. The county board retains its enforcement authority under section 26-117 of this article against any license issued.*"

Second: Ms. Valdez.

Chairperson Arena called for any discussion concerning the amendment to the ordinance.

Chairperson Arena called for a vote to approve the amendment to the ordinance.

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

Chairperson Arena called for any discussion concerning the ordinance as amended.

Chairperson Arena called for a vote to approve the ordinance as amended.

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

Resolution Awarding Purchase of Security Equipment for Winnebago County Operations Using CIP 2026 Funds

Cost: \$205,050

Motion: Chairperson Arena. Second: Dr. Thompson.

Mr. Patrick Thompson reviewed the resolution.

Chairperson Arena called for any questions.

- A discussion followed.

Chairperson Arena called for any other questions or discussion.

Chairperson Arena called for a vote to approve the resolution.

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

Discussion: Ordinance Regulating Door-to-Door Solicitation

A discussion occurred about regulating door-to-door solicitation. The County Clerk's office has been developing draft regulations.

Other Matters

- A discussion addressed the use of parking facilities by County employees for weekend access after work hours.

Future Agenda Items

- No future Agenda items reported.

Motion to Adjourn

Chairperson Arena called for a motion to adjourn the meeting.

Motion: Dr. Thompson. Second: Ms. Valdez.

A unanimous voice vote passed the motion to adjourn.

The meeting was adjourned.

Respectfully submitted,

Nancy Bleile
Executive Assistant