

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

Thursday, June 4, 2026
5:30 PM

Present:

Paul Arena, **Chairperson**
Valerie Hanserd, **Vice Chairperson**
John Butitta
Michael Thompson
Ray 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
Luke Carlson, Attorney, State's Attorney's Office
Shawn Franks, Director, Facilities
Matt Gabel, County Board Member
John Sweeney, County Board Member

Absent:

Joe Hoffman

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes –May 7, 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 Authorizing the Winnebago County Board Chairman to Execute a Contract for Transportation Services by and between the County of Winnebago, Illinois and Reagan Mass Transit District for FY-2027
- F. Resolution Authorizing the Winnebago County Board Chairman to Execute a Memorandum of Understanding for Rural Winnebago County Public Transportation (Program Compliance Oversight Monitor-PCOM) by and between the County of Winnebago, Illinois and Reagan Mass Transit District for FY-2027
- G. Resolution Authorizing the Countywide Elevator Maintenance Contract
- H. Other Matters
- I. Future Agenda Items
- J. Adjournment

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

Roll Call

Chairperson Paul Arena, yes; Mr. John Butitta, yes; Ms. Valerie Hanserd, yes; Dr. Michael Thompson, yes; Mr. Ray Thompson, yes.

A quorum is present.

Approval of Minutes – May 7, 2026

Chairperson Arena called for a motion to approve the minutes of May 7, 2026.

Motion: Ms. Hanserd. 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 omitted reading the Public Comment Section of the Agenda because no one was present to speak.

Resolution Authorizing the Winnebago County Board Chairman to Execute a Contract for Transportation Services by and between the County of Winnebago, Illinois and Reagan Mass Transit District for FY-2027

Motion: Chairperson Arena. Second: Mr. Butitta and Ms. Hanserd.

Mr. Patrick Thompson shared information about the resolution, which also ties into Resolution F.

Chairperson Arena called for any questions or comments.

- A discussion followed.

Ms. Valdez arrived at 5:33 PM.

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 Authorizing the Winnebago County Board Chairman to Execute a Memorandum of Understanding for Rural Winnebago County Public Transportation (Program Compliance Oversight Monitor-PCOM) by and between the County of Winnebago, Illinois and Reagan Mass Transit District for FY-2027

Motion: Chairperson Arena. Second: Ms. Hanserd.

Mr. Patrick Thompson reviewed 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 Authorizing the Countywide Elevator Maintenance Contract

Motion: Chairperson Arena. Second: Dr. Thompson.

Mr. Patrick Thompson reviewed the resolution and called for any questions.

- 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.

Other Matters

- Discussion took place about moving the Operations & Administrative Committee meeting scheduled for Thursday, June 18, to Thursday, June 25, 2026, before the County Board meeting.
- The Finance Committee will determine whether it will hold a meeting.
- Discussion of meetings took place for the week of June 29-July 3, 2026. The decision was made not to hold committee meetings that week unless there is business to conduct.
- Discussion took place regarding the Veterans Memorial Hall roof skylight bids.

Future Agenda Items

- No future agenda items reported.

Motion to Adjourn

Chairperson Arena called for a motion to adjourn the meeting.

Motion and Seconded by the full committee.

A unanimous voice vote passed the motion to adjourn.

The meeting was adjourned at 5:47 PM.

Respectfully submitted,

Nancy Bleile
Executive Assistant