1. Call to Order ................................................................. Chairman Frank Haney
2. Agenda Updates ............................................................. Chairman Frank Haney
3. Roll Call ................................................................. Clerk Lori Gummow
4. Invocation ......................................................... Board Member Dave Kelley
5. Awards, Proclamations, Presentations, Public Hearings, and Public Participation
   A. Chairman’s Service Award: Bo Chaney
   B. Proclamations – None
   C. Presentations – Shared Records Management System – Glenn Trommels, City of Rockford
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 or (815) 319-4225 for guidelines.
7. Meeting Minutes .......................................................... Clerk Lori Gummow
   A. Approval of February 28, 2019 minutes
   B. Layover of March 14, 2019 minutes
8. Announcements & Communications .................................. Clerk Lori Gummow
   A. Correspondence (see packet)
9. Board Member Correspondence ........................................ Board Members
10. Chairman’s Report ........................................................ Chairman Frank Haney
    A. Project Updates
    B. Landfill – Garbage off Interstate and Baxter Road
C. An Ordinance Amending Sections of Chapter 2 of the County Code of Ordinances (Defining Chairman’s Duties)
D. Board Liaison Appointments

11. County Administrator’s Report ................................................. Administrator Carla Paschal
   A. County Administrator Update
   B. Revolving Loan Overview – Chris Dornbush

12. Approval of Consent Agenda ........................................................... Chairman Frank Haney
   A. Raffle Report
   B. Bills

13. Standing Committee Reports .......................................................... Chairman Frank Haney
   A. Personnel and Policies Committee ............................................ David Fiduccia, Committee Chairman
      1. Committee Report
      2. An Ordinance Amending Sections of Chapter 2 of the County Code of Ordinances (Defining Chairman’s Duties)
      3. Resolution Awarding Onsite Wellness Clinic Services
   
   B. Finance Committee ................................................... Jaime Salgado, Committee Chairman
      1. Committee Report
      2. Budget Amendment 2019-020 Sheriff’s Grant Fund (for State Criminal Alien Assistance Program Grant, SCAAP) to be Laid Over
      3. Budget Amendment 2019-021 Health Department Drug Overdose Prevention Services Grant to be Laid Over
   
   C. Zoning Committee ...................................................... Jim Webster, Committee Chairman
      Planning and/or Zoning Requests:
      1. Z-17-18 A map amendment to rezone +/- 3.03 net acres from the AG, Agricultural Priority District to the RA, Rural Agricultural Residential District for property that is commonly known as 42XX Centerville Road in Rockford Township, District 1, to be laid over.
      2. Committee Report
   
   D. Economic Development Committee ................................ Fred Wescott, Committee Chairman
      1. Committee Report
      2. Resolution Granting Authority to the Winnebago County Board Chairman to Execute the Documents Necessary to Complete a Loan for $30,000 from the Revolving Loan Fund to Apollo Enterprises, LLC

   E. Operations & Administrative Committee .................. Keith McDonald, Committee Chairman
      1. Committee Report
      2. Resolution for Telecommunications Service Contract Renewal (for Mitel)
3. Resolution Adopting the Five Shared Organizational Values for Winnebago County
4. Resolution Adopting the Five Strategic Priority Areas for Winnebago County
5. An Ordinance Amending Sections of Chapter 62 of the County Code of Ordinances (Vehicle Policy) to be Laid Over

F. Public Works Committee ........................................... Dave Tassoni, Committee Chairman
1. Committee Report
2. (19-001) Resolution Authorizing the Obligation Retirement of Bond Payments from MFT Funds
   Cost: $1,450,000.00          C.B. District: County Wide
3. (19-002) Resolution Authorizing the Execution of Annual Professional Services Agreements with Strand Associates, Inc. to Provide Technical Services for the Maintenance of the Water District’s SCADA System (Section 11-00495-00-MG)
   Cost: $5000.00             C.B. District: County Wide
4. (19-003) Resolution Authorizing a Supplemental Appropriation of MFT Funds for the 2018 General Maintenance
   Cost: $590,000.00          C.B. District: County Wide
5. (19-004) Resolution Declaring as Surplus Highway Department Vehicles and Equipment and Authorizing Sale
   Cost: $ N/A               C.B. District: County Wide
6. (19-005) Resolution Authorizing the Award of Bid for an Excavator
   Cost: $69,687.85          C.B. District: County Wide
7. (19-006) Resolution Authorizing the Award of Bids for the 2019 General Letting
   (Bid to be distributed / bid opening Monday, March 25, 2019 at 10:00 a.m.)
   Cost: $TBD              C.B. District: County Wide
8. (19-007) Resolution Authorizing the Appropriation of MFT Funds for the Maintenance of County Highways
   Cost: $5,108,765.70        C.B. District: County Wide

G. Public Safety Committee........................................... Aaron Booker, Committee Chairman
1. Committee Report

14. Unfinished Business ......................................................... Chairman Frank Haney

15. New Business................................................................. Chairman Frank Haney
   A. Board Appointment
      1. Reappoint Aaron Booker, University of Illinois Extension Board
      2. Appointment of Danielle Potter, Winnebago County Housing Authority

16. Adjournment ................................................................. Chairman Frank Haney

Next Meeting: Thursday, April 11, 2019
ANNOUNCEMENTS & COMMUNICATIONS
Announcements & Communications

Date: March 28, 2019
Item: Correspondence to the Board
Prepared by: County Clerk Lori Gummow

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 Gummow received from the United States Nuclear Regulatory Commission the following:
   a. Federal Register / Vol. 84, No. 48 / Tuesday, March 12, 2019 / Notices
   b. Byron Station, Unit Nos. 1 and 2 – Withdrawal of an Amendment Request (EPID L-2018-LLA-0218)
   d. Braidwood Station, Units 1 and 2; Byron Station, Unit Nos. 1 and 2; Clinton Power Station, Unit No.1; Dresden Nuclear Power Station, Units 1, 2, and 3; LaSalle County Station, Units 1 and 2; and Quad Cities Nuclear Power Station, Units 1 and 2 – Issuance of Amendments to Revise the Emergency Response Organization Staffing Requirements (EPID L-2018-LLA-0045)

2. County Clerk Gummow received from Illinois Environmental Protection Agency the Following:
   a. Notice of Application for Permit to Manage Waste. Site Identification: Rockford Airport #2 (Landfill No. 2) Description of Project: Significate Permit Modification Application to Establish Applicable Groundwater Quality Standards at P7D.
b. A notification letter regarding Rock River Water Reclamation District (Illinois EPA BOA ID# 20103OCAG) Lifetime Operating Permit (19020026)

c. A notification letter encouraging the County to submit parade permits electronically.

d. A notification letter regarding NRG Rockford Energy Center (Illinois EPA BOA ID# 20103BCG) Clean Air Act Permit Program (01060062)

3. County Clerk Gummow received from Sue Goral, Winnebago County Treasurer the Monthly Report for March, 2019 Bank Balances.

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 15 different organizations for 16 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

<table>
<thead>
<tr>
<th>LICENSE #</th>
<th># OF RAFFLES</th>
<th>NAME OF ORGANIZATION</th>
<th>LICENSE DATES</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>30043</td>
<td>1</td>
<td>FRIENDS OF THE CHERRY VALLEY LIBRARY</td>
<td>04/01/2019-06/30/2019</td>
<td>$800.00</td>
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<tr>
<td>30044</td>
<td>1</td>
<td>GIRL SCOUT TROOP 853</td>
<td>03/30/2019-03/30/2019</td>
<td>$1,000.00</td>
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<td>30045</td>
<td>1</td>
<td>MCINTOSH SCHOOL</td>
<td>03/29/2019-05/10/2019</td>
<td>$436.00</td>
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<tr>
<td>30046</td>
<td>1</td>
<td>ROCKFORD AREA REALTORS</td>
<td>04/02/2019-04/02/2019</td>
<td>$2,500.00</td>
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<tr>
<td>30047</td>
<td>1</td>
<td>ROCKFORD DANCE COMPANY</td>
<td>03/29/2019-05/11/2019</td>
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<tr>
<td>30048</td>
<td>1</td>
<td>ROCKFORD PARK DISTRICT FOUADATION</td>
<td>04/03/2019-05/17/2019</td>
<td>$3,700.00</td>
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<tr>
<td>30049</td>
<td>1</td>
<td>ROCKY MOUNTAIN ELK FOUNDATION, INC.</td>
<td>04/13/2019-04/13/2019</td>
<td>$20,993.41</td>
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<td>30050</td>
<td>1</td>
<td>ST. JAMES ALTAR AND ROSARY</td>
<td>04/15/2019-05/09/2019</td>
<td>$1,900.00</td>
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<td>30051</td>
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<td>TRI-COUNTY SNOWMOBILE ALLIANCE</td>
<td>03/29/2019-09/22/2019</td>
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<td>TRINITY DAY CARE, INC.</td>
<td>04/26/2019-04/26/2019</td>
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<tr>
<td>30053</td>
<td>1</td>
<td>WEST SUBURBAN ASSOC.,</td>
<td>03/29/2019-05/19/2019</td>
<td>$1,100.00</td>
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### The Following Have Requested A Class B, MULTIPLE (2, 3 OR 4) LICENSE

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<th>LICENSE #</th>
<th># OF RAFFLES</th>
<th>NAME OF ORGANIZATION</th>
<th>LICENSE DATES</th>
<th>AMOUNT</th>
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<thead>
<tr>
<th>LICENSE #</th>
<th># OF RAFFLES</th>
<th>NAME OF ORGANIZATION</th>
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<td>30054</td>
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<td>ELLIDA LODGE BOOSTERS</td>
<td>03/29/2018-03/28/2020</td>
<td>$4,999.00</td>
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<td>KEN-ROCK COMMUNITY CENTER</td>
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<td>KEN-ROCK COMMUNITY CENTER</td>
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<td>30057</td>
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<td>BLACKHAWK ATHLETIC CLUB</td>
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<td>30058</td>
<td>1</td>
<td>ST. AMBROGIO SOCIETY</td>
<td>04/01/2019-04/01/2020</td>
<td>$2,500.00</td>
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This concludes my report

LORI GUMMOW
Winnebago County Clerk

Deputy Clerk

Date 28-Mar-19
RESOLUTION

TO THE HONORABLE COUNTY BOARD OF WINNEBAGO COUNTY:

Your County Auditor respectfully submits the following summarized report of the claims to be paid and approved:

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<thead>
<tr>
<th>FUND NAME</th>
<th>RECOMMENDED FOR PAYMENT</th>
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<tbody>
<tr>
<td>PUBLIC SAFETY TAX</td>
<td>3,482,111.46</td>
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<tr>
<td>MARRIAGE AND CIVIL UNION FUND</td>
<td>1,912,061.93</td>
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<tr>
<td>DOCUMENT STORAGE FUND</td>
<td>475.16</td>
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<td>TREASURER'S DELINQUENT TAX FUND</td>
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<td>VITAL RECORDS FEE FUND</td>
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<td>RECORDER'S DOCUMENT FEE FUND</td>
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<tr>
<td>COURT AUTOMATION FUND</td>
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<td>COURT SECURITY FEE FUND</td>
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<td>VICTIM IMPACT PANEL FEE</td>
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<td>CHILD SUPPORT &amp; COLLECTIV FE</td>
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<td>CHILDREN'S WAITING ROOM FUND</td>
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<td>RENTAL HOUSING FEE FUND</td>
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<td>DRUG ENFORCEMENT FUND</td>
<td>18,342.00</td>
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<td>PROBATION SERVICE FUND</td>
<td>31,743.28</td>
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<tr>
<td>HOST FEE FUND</td>
<td>18,557.39</td>
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<td>NEUTRAL SITE CUSTODY EXCHANGE</td>
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<td>CORONER FEE FUND</td>
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<td>HOTEL / MOTEL TAX FUND</td>
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<td>FEDERAL FORFEITURE ST ATTY</td>
<td>62,972.44</td>
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<td>DETENTION HOME</td>
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<td>WINGIS GEOR INFO SYSTEMS FUND</td>
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<td>SHERIFF'S COMMISSARY FUND</td>
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<td>CHILD ADVOCACY PROJECT</td>
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<td>COUNTY HIGHWAY</td>
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<td>COUNTY BRIDGE FUND</td>
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<td>FEDERAL AID MATCHING FUND</td>
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<td>MOTOR FUEL TAX FUND</td>
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<td>TOWNSHIP HIGHWAY FUND</td>
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<td>TOWNSHIP BRIDGE</td>
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<td>VETERANS ASSISTANCE FUND</td>
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<td>HEALTH INSURANCE</td>
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<td>EMPLOYER SOCIAL SECURITY FUND</td>
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<td>ILLINOIS MUNICIPAL RETIRE</td>
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<td>TORT JUDGMENT &amp; LIABILITY</td>
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<td>2013A SERIES REFUNDING BONDS</td>
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<td>2013B ADMIN</td>
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<td>2013C SERIES REFUNDED BONDS</td>
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<td>2013E DEBT SERVICE FUND</td>
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<td>2017B GO REFUNDING BONDS</td>
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<td>BAXTER RD TIF FUNDS</td>
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<tr>
<td>2015A DEBT CERTIFICATES</td>
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<td>SHERIFF'S DEPT GRANTS</td>
<td>756,795.76</td>
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CONTINUATION

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<thead>
<tr>
<th>FUND NAME</th>
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<tr>
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<tr>
<td></td>
<td>STATE’S ATTORNEY GRANT</td>
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<tr>
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<td>------------------------</td>
</tr>
<tr>
<td>304</td>
<td>PROBATION GRANTS</td>
</tr>
<tr>
<td>307</td>
<td>COMMUNITY DEVELOPMENT GRANTS</td>
</tr>
<tr>
<td>308</td>
<td>IEMA STATE-LOCAL HAZARD MIT</td>
</tr>
<tr>
<td>310</td>
<td>CITY ELECTIONS FUND</td>
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<tr>
<td>410</td>
<td>ANIMAL SERVICES</td>
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<tr>
<td>420</td>
<td>555 N COURT OPERATIONS FUND</td>
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<tr>
<td>430</td>
<td>WATER FUND</td>
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<tr>
<td>501</td>
<td>INTERNAL SERVICES</td>
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<tr>
<td>727</td>
<td>2015A PROJECT FUND</td>
</tr>
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</table>

**TOTAL THIS REPORT** 12,931,634.28

The adoption of this report is hereby recommended:

William Crowley, County Auditor

ADOPTED: This 28th day of March 2019 at the City of Rockford, Winnebago County, Illinois.

Frank Haney, Chairman of the Winnebago County Board of Rockford, Illinois

ATTEST:

Lori Gummow, Clerk of the Winnebago County Board of Rockford, Illinois
PERSONNEL & POLICIES COMMITTEE
ORDINANCE
OF THE
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

SUBMITTED BY: PERSONNEL AND POLICIES COMMITTEE

2019 CO - - - -

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

WHEREAS, Chapter 2 of the County Code of Ordinances, Article II, Section 2
sets forth various criteria for the County Board Chairman; and

WHEREAS, the County wishes to amend certain sections of Chapter 2, Article II,
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 II, Section 2 of the County Code of Ordinances be
amended as follows:

DIVISION 2. - CHAIRMAN

Sec. 2-46. - Creation of office.

The county board chairman shall be elected by the voters of the county and shall serve a four-year term
commencing on the first Monday of the month following the month of his election and continuing until his successor is
elected and qualified.

(Ord. No. 92-CO-79, § 7(2-168), 11-24-92)

Sec. 2-47. - Membership on county board.

The county board chairman shall preside at and convene all regular and special meetings of the county board but shall
not be a member of the county board and shall not vote on any questions before the county board except to break a
tie.

(Ord. No. 92-CO-79, § 7(2-169), 11-24-92)
Sec. 2-48. - Action on ordinances and resolutions.

Any ordinance, resolution or motion approved by the county board shall be presented to the chairman before it becomes effective. If the chairman approves such ordinance, resolution or motion, he shall sign it and it shall become law on the date prescribed. If the chairman does not approve the ordinance, resolution or motion, he shall return it to the board within ±5 10 business days with his objections and the board shall proceed to reconsider the matter at its next meeting to be held within 30 business days of the board's receipt of the chairman's objections. If after such reconsideration, a majority of the members of the board pass such ordinance, resolution or motion, it shall become effective on the date prescribed but not earlier than the date of passage following the reconsideration. If any ordinance, resolution or motion is not returned by the chairman to the board within ±5 10 business days after it had been presented to him, it shall become effective at the end of the tenth day.


Sec. 2-49. - Duties.

The county board chairman shall be responsible for the effective administration of all governmental affairs of the county which may properly be placed in his charge. The county board chairman shall oversee development of short and long range planning goals and objectives for the county. The county board chairman shall ensure conformance to and enforcement of ordinances, resolutions, policies, rules and regulations of the county, and, in addition to the duties and responsibilities set forth in the "Counties Code" (55 ILCS 5/1-1001 et seq., 1992, as amended), he shall be responsible for the following:

(a) Administrative responsibilities.

1. Appoint, with the advice and consent of the county board, those positions as required by the laws of the state as well as the county administrator. The county board chairman shall have the authority to suspend, discharge or re-move the county administrator with the advice and consent of the county board.

2. Administer all statutory and non-statutory departments and functions and supervise and evaluate the work of the statutory and non-statutory officers, including, but not limited to, the county administrator. Represent the County on all Economic Development opportunities. Monitor and report to the Economic Development Committee Chairman and the County Board all Economic Development activities and proposed agreements, including any requested incentives at the time they are requested.

3. Shall represent the County at all organizations of which the County is a member; or with the assistance of the county administrator, or a designated person assigned with the advice and consent of the County Board.

4. Serve as the primary liaison between County Elected Officials and County Board.

5. Monitor the development of annual Host Fee allocations to be approved by the County Board.

6. Develop and promote the County's legislative agenda with the approval of the County Board.

7. Assist in developing and monitoring the County's strategic plan with the advice and consent of the County Board.

8. Lead communication of County initiatives and accomplishments as approved by the County Board.

(b) Financial management:

1. Monitor all reports of the financial condition of the county prepared by the county auditor and/or the county administrator and report to the county board the financial condition of the county with respect to the annual budget.

2. Monitor, review, and recommend to the county board the annual budget.

3. Monitor all departmental and agency requests for transfers of budgeted funds between general object classifications.
Monitor the preparation of financial reports setting appropriate long-range capital improvement programs, budgets, and projected financial trends.

Monitor all grant applications in order to determine the proper budget classification and the financial ramifications.

Negotiate leases, contracts, and other agreements for goods or services, with the assistance of the county administrator and other designees, subject to the approval of the board; ensure that all terms and conditions of leases, contracts, and other agreements are performed and shall notify the board of any violations thereof; and shall develop, install, and maintain a centralized system for purchasing goods and services on behalf of county departments and functions, with the assistance of the county administrator and director of purchasing.

Personnel concerns:

1. Develop, with the assistance of the county administrator and other designees, and recommend to the county board a new or revised employee compensation plan.

2. Monitor the administration of the employee classification and compensation program and make recommendations when necessary relative thereto.

3. Monitor the administration of the county's personnel policies, procedures, and applicable state and federal laws.

4. Monitor the negotiation and enforcement of any collective bargaining agreements between the county and any employees governed by the State Public Employees Labor Relations Act.

Reporting and communications:

1. Report monthly to the County Board of County Board on the administrative affairs of the county.

2. When advisable, in order to promote county services and operations which are in the public interest, recommend to the county board the adoption of ordinances and resolutions.

Property management: Monitor the care and custody of all county property, and for the appropriate protection of the county and its property from loss, damage, liability, and other risks.


Sec. 2-50. - Limit of authority.

No provision of this division is intended to vest in or grant to the county board chairman any duty or any authority which is vested by general law or by ordinance in any other county officer, official or employee. No provision of this division shall be construed to delegate to the county board chairman authority to be performed by the county board; nor shall the county board chairman have the power to bind, obligate or commit the county in any manner except as provided herein or by the express grant of authority by the county board.

(Ord. No. 92-CO-79, § 7(2-173), 11-24-92)

Sec. 2-51. - Salary.

The chairman of the county board shall be paid compensation per annum of such amount as established by the county board from time to time.

(Code 1964, § 2-66)
Sec. 2-52. - Presentation of budget amendments to the finance committee,

(a) Budget amendments should be obtained before the procurement/employment processed is commenced.

(b) The process for presenting such a budget amendment shall be as follows:

(1) No later than ten business days prior to the meeting of the finance committee at which the budget amendment shall be considered, the department head/elected official shall submit the proposed budget amendment to the chief financial and budget officer (CFO). The CFO shall review the requested budget amendment and determine the financial impact of the budget amendment for accuracy to identify the source of funding for presentation to the finance committee.

(2) The CFO will then meet with the requesting department head/elected official to discuss potential revisions to the budget amendment (if applicable) and associated information prior to meeting with the finance committee.

(c) Line item transfers between object class level, which is the budgetary level of control over expenditures, may be approved by the county administrator and chief financial officer, provided the total amount appropriated by the County Board for the respective department (org code).

(Ord. No. 2017-CO-036, 3-9-17; Ord. No. 2018-CO-060, 6-28-18)

Secs. 2-53—2-60. - Reserved.

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 Amendments 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,
Personnel and Policies Committee

AGREE

DAVE FIDUCCIA, CHAIRMAN

DAVE BOOMER

ANGIE GORAL

JOE HOFFMAN

DAVE KELLEY

DOROTHY REDD

JIM WEBSTER

DISAGREE

DAVE FIDUCCIA, CHAIRMAN

DAVE BOOMER

ANGIE GORAL

JOE HOFFMAN

DAVE KELLEY

DOROTHY REDD

JIM WEBSTER

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois,
this ____ day of _____________, 2019.

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

Attested by:

Lori Gummow
Clerk of the County Board
of the County of Winnebago, Illinois
Executive Summary

Date: March 21, 2019
To: Operations and Administrative Committee
Personnel and Policies Committee
Prepared by: Human Resources and Purchasing Department

Subject: Onsite Wellness Clinic Services RFP #19P-2172
County Code: Winnebago County Purchasing Ordinance

Background: In late 2012, the County solicited for a wellness provider. OSF was awarded the service agreement in February 2013. The Winnebago County On-Site Wellness Clinic opened on October 1, 2013 at 420 West State Street in the Public Safety Building. The Clinic moved to its’ currently location at 526 West State Street in May 2015. The Clinic provides Acute Care and Wellness Services for employees/spouses and dependent children (age 12 and over) covered under the Winnebago County group insurance plan. The Clinic also provides the County’s Occupational Medicine and Pre-Employment Testing. OSF’s contract agreement with the County ends effective June 30, 2019.

Funding for the Wellness Center: Expenses for the Wellness Center are covered by re-directed costs for Primary Care expenses off of our group health insurance plans plus services such as Occupational Medicine (work comp, mask fit testing, annual OSHA required vaccinations), Pre-Employments Physicals/Testing, and random DOT screenings. Outside third party Vendors previously provided these services.

2019 RFP Process:
To find the most qualified new wellness center service provider, the Purchasing Department worked closely with HR staff to develop a comprehensive and detailed Request for Proposal, RFP. Additionally, HR and Purchasing staff toured wellness center clinics in the region to better understand how other clinics function.

The RFP solicitation was released in early January 2019. As is the general practice, we advertised the RFP and directly solicited both nationally and locally, as well as, for not for profit entities. There was much interest in the County’s RFP.

All prospective Proposers were required to participate in a mandatory Pre-Proposal Conference plus County Wellness Center site tour on January 24. We had over 16 attendees representing nine entities participate. Additionally, throughout the bidding process, we received and answered over 55 technical questions from prospective Proposers.
On February 12, Purchasing received six responses to the RFP. OSF did not submit a proposal to the RFP; they plan to be done with the County on June 30, 2019.

The Director scanned each Proposal for obvious errors or omissions that would make a proposal invalid. All six were deemed responsive and moved forward to the RFP Evaluation Committee for their review and scoring. See Resolution Proposal Tab and Executive Summary Exhibit C for details on the proposal scoring.

Proposed budgets had a large range, from $418,000 to over $809,000 per year. Fees and cost for equipment and furnishing the clinic space were proposed and ranged from no cost to over $50,000. Another cost comparison item, was the annual Mass Biometric Screening, they ranged from no additional cost to an additional fee of $40 per person (over $48,000 extra)

The selected Evaluation Committee began their evaluations immediately, and it became evident that formal presentations were going to be required from the top scoring Proposers before a final selection could be made. Three Proposers were invited for formal presentations, as well as, Evaluation Committee Q & A sessions. After formal presentations, which were attended also by Purchasing staff, the Evaluation Committee selected SwedishAmerican as the most overall comprehensive Proposer, Executive Summary Exhibit A.

References:
As part of the evaluation process Purchasing performance a vendor reference check on the selected Proposer. Executive Summary Exhibit B are the SwedishAmerican received references.

Contract Agreement Period:
The RFP calls for a 2-year Agreement (“Initial Term”) with the option to renew for an additional 2-year term and a 1-year term, for a total not to exceed five (5) years. All terms and conditions, requirements and specifications of the Agreement shall remain the same and apply during any renewal term(s,) unless otherwise agreed to by the County. The State Attorney’s Office reviewed SwedishAmerica’s contract agreements, Resolution Exhibit A.

Recommendation:
Upon completion of the interview process, the finalist being recommended, for your consideration and approval, is SwedishAmerican Health System. The recommended effective date for the new contract agreement is July 1, 2019.

Staff Follow-Up: Purchasing Department will route for signatures the SWEDISHAMERICAN HEALTH SYSTEM contract with the COUNTY of WINNEBAGO. Fully Executed Vendor Agreement will be filed with executed Resolution in the Clerk’s Office.
Summary of Selection of SwedishAmerican by Evaluation Committee:

- SwedishAmerican will contribute an estimated amount of $80,000 to the capital expenditures related to the startup of clinic operations
- Utilizes current pool of staffing from SwedishAmerican
- Utilizes SwedishAmerican internal laboratory services – eliminates the need for a 3rd party lab
- SwedishAmerican will equip and utilize 2 patient rooms
- SwedishAmerican has the local staff available for Wellness Services (i.e. lunch ‘n learns, health coaching, etc.)
- The cost of the annual Health Risk Assessment for employees/spouses is included in the fee
- Opportunity to utilize Partners Health in the future provides easier accessibility for River Bluff and Animal Services employees
- Wellness Screenings can be done at Better Life Wellness location on nights/weekends
- Advisory Committee to work hand in hand with our Wellness Committee
RESOLUTION of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Submitted by: Operations & Administrative Committee
Personnel & Policies Committee

2019 CR

RESOLUTION AWARDING ONSITE WELLNESS CLINIC SERVICES

WHEREAS, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Article VI, Section 2-341, that all purchases for and contracts for supplies, materials, equipment, and contractual services, the value of which is estimated to exceed $25,000.00 shall be based on competitive bids by the County Board; and,

WHEREAS, competitive Request for Proposals responses were received by the Purchasing Department on February 12, 2019 for the following;

ONSITE WELLNESS CLINIC SERVICES  RFP # 19P-2172

WHEREAS, the Operations & Administrative Committee, along with, the Personnel & Policies Committee of the County Board for the County of Winnebago, Illinois has reviewed the proposals received for the aforementioned item(s) and recommends awarding the contract as follows:

SWEDISHAMERICAN HEALTH SYSTEM
1313 EAST STATE STREET
ROCKFORD, ILLINOIS 61104

(SEE PROPOSAL TAB)

WHEREAS, the Operations & Administration Committee and the Personnel & Policies Committee has determined that the funding for the aforementioned services shall be as follows:

48510- 43175

NOW, THEREFORE, BE IT RESOLVED, the County Board of the County of Winnebago, Illinois that the County Board Chairman is authorized to execute a two (2) year contract agreement with the option for an additional 2-year term and one additional 1-year term for a total not to exceed
five (5) years for services with SWEDISHAMERICAN HEALTH SYSTEM, 1313 EAST STATE STREET, ROCKFORD, ILLINOIS 61104, in substantially the same form as that attached hereto as Resolution Exhibit A.

BE IT FURTHER RESOLVED, BE IT FURTHER RESOLVED, that this Resolution shall be in full force and effective immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Human Resources Director, Director of Purchasing, County Administration, Finance Director and County Auditor.
Respectfully Submitted,
OPERATIONS & ADMINISTRATIVE COMMITTEE

AGREE

KEITH MCDONALD, CHAIRMAN

PAUL ARENA

JOHN BUTITTA

JEAN CROSBY

JOE HOFFMAN

DOROTHY REDD

JAIME SALGADO

DISAGREE

KEITH MCDONALD, CHAIRMAN

PAUL ARENA

JOHN BUTITTA

JEAN CROSBY

JOE HOFFMAN

DOROTHY REDD

JAIME SALGADO

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this ___day of ___________________________2019.

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

ATTESTED BY:

LORI GUMMOW
CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS
Respectfully Submitted,
PERSONNEL & POLICIES COMMITTEE

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The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois, this _____ day of ____________________, 2019.

ATTESTED BY:

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

LORI GUMMOW
CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS
RESOLUTION EXHIBIT A

EMPLOYEE HEALTH AND WELLNESS SERVICES AGREEMENT
between
SWEDISHAMERICAN HOSPITAL
and
WINNEBAGO COUNTY
(______________________, 2019)

THIS EMPLOYEE HEALTH AND WELLNESS SERVICES AGREEMENT (this “Agreement”) is entered into as of the 1st day of July, 2019, (“Effective Date”) by and between SWEDISHAMERICAN HOSPITAL, an Illinois not for profit corporation (“SwedishAmerican”) and WINNEBAGO COUNTY, an Illinois body politic. WINNEBAGO COUNTY and SwedishAmerican may be referred to individually as a “Party” or collectively as the “Parties” to this Agreement.

WHEREAS, WINNEBAGO COUNTY is an Illinois body politic located in northern Illinois; and

WHEREAS, SwedishAmerican is a division of UW Health, operates two (2) licensed hospitals, and provides a wide range of inpatient, outpatient, and ambulatory health care services, including primary care and wellness services to the residents of northern Illinois; and

WHEREAS, WINNEBAGO COUNTY desires to contract with SwedishAmerican for the provision of certain health and wellness services to Winnebago County’s employees and their eligible dependents; and

WHEREAS, SwedishAmerican and WINNEBAGO COUNTY have reached an agreement on the terms and conditions under which the health and wellness services will be provided.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties agree as follows:

1. Definitions.

   (a) “Clinic” means the Winnebago County Health and Wellness Center located at 526 W. State Street Rockford, IL 61101 and to, be operated to provide Primary Care and Wellness Services to eligible County employees and their families as defined under this Agreement and state and federal law.

   (b) “Covered Services” means Primary Care and Wellness Services and Occupational Medicine Services.
(c) “Family” or “Families” means Covered employee, lawful spouse of covered employee, child(ren) of the covered employee under the age of 26 who are either the birth children or legally adopted by or placed for adoption.

(d) “Member” or “Members” means each individual or all individuals enrolled to receive Primary Care and Wellness Services, or Occupational Medicine Services, at Clinic under this agreement.

(e) “Occupational Medicine Services” means those services to be provided by SwedishAmerican to Members who are employed by WINNEBAGO COUNTY, as set forth on Exhibit A attached hereto and incorporated by reference herein.

(f) “Payor” means WINNEBAGO COUNTY and its agents and representatives, including any insurer, third party administrator, or the like, of Winnebago County’s health plans.

(g) “Primary Care and Wellness Services” means those services to be provided by SwedishAmerican to Members under this Agreement, as set forth on Exhibit B attached hereto and incorporated by reference herein.

(h) “Reimbursable Non-Covered Services” means reasonable and necessary health care services furnished to a Member that are not Covered Services, but are eligible for reimbursement under a health plan maintained by WINNEBAGO COUNTY.

(i) “Term Year” means each twelve (12)-month period beginning July 1 and ending June 30 during the term of this Agreement.

(j) “Health plan” means the overall health benefits provided by a WINNEBAGO COUNTY employer sponsored health plan for its employees and their dependents pursuant to one or more plan documents.

2. **Obligations of SwedishAmerican.**

(a) **Provision of Covered Services.** SwedishAmerican agrees to provide Primary Care and Wellness Services to Members, at the Clinic. The Clinic will be operated in conformance with the quality standards offered to all SwedishAmerican patients at all of its clinic locations and those required by the County. The Clinic will be open not less than forty (40) hours per week (except as any week’s schedule is reduced by holidays) exclusively for Members. The Clinic will be available by walk in or appointment, for regular daytime hours (8 a.m. – 5 p.m.) Monday thru Friday (certain holidays excluded: New Year’s Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day, Christmas Eve, Christmas Day), and on such extended schedule (for example, early mornings, evenings, and/or Saturdays) as is mutually agreeable to the Parties. The days and times that the Clinic will be open for appointments may be modified by mutual
agreement of the Parties. Primary Care and Wellness Services shall be provided by licensed physician assistants and/or advanced practice nurses who will be supervised by physicians (primarily family practice physicians), (collectively, the “Clinic Practitioners”). Staffing at the Clinic will include the following support staff positions: medical assistant and registered nurse. The registered nursing position is optional if Winnebago County chooses to reduce that cost in renewal years (see Section 5).

(b) Branding of Clinic. The Clinic shall be publicly identified as the Winnebago County Health and Wellness Center. SwedishAmerican shall be responsible for the branding on all Clinic materials and all related wellness program materials related to services operated and managed by SwedishAmerican.

(c) Medical Records. SwedishAmerican shall maintain a personal and confidential medical record for each Member receiving Covered Services pursuant to this Agreement. Medical records shall contain such information as determined appropriate by SwedishAmerican in conformance with generally accepted medical practice and as required by state and federal laws and regulations. Medical records shall be and remain the property of each applicable Member and SwedishAmerican (as applicable) and shall not be accessed, removed or transferred from SwedishAmerican except in accordance with applicable state and federal laws and regulations and SwedishAmerican’s rules and regulations. To the extent permitted by law and SwedishAmerican’s rules and regulations, and provided that Payor has obtained written consent from the applicable Member, SwedishAmerican shall permit Payor to inspect and make copies of a Member’s medical records. Payor shall reimburse SwedishAmerican in an amount equal to SwedishAmerican’s standard reproduction or copying charges related to the provision of medical records. If a Member requests that his/her records be sent to an office outside of the Swedish/American system, SwedishAmerican shall promptly respond to such request consistent with its standard policies and procedures for medical record transfers.

(d) Winnebago County On-Site Clinic. All expenses of furnishing, equipping, and operating the Clinic shall be borne solely by SwedishAmerican, except as provided in Section 3(b) below.

3. Winnebago County’s Obligations.

(a) Payment for Covered Services. WINNEBAGO COUNTY, on behalf of its members, shall pay to SwedishAmerican Fees determined in accordance with Exhibit C attached hereto, for all Covered Services. Except as set forth in Section 6 below, SwedishAmerican shall not be entitled to any additional compensation from WINNEBAGO COUNTY, and shall not bill any Member for Covered Services.
(b) WINNEBAGO COUNTY, at its expense, shall provide the Clinic space, consisting of 2640 sq. ft., at 526 W. State St., Rockford, Illinois, along with adequate water, electricity, heating and air conditioning.

(c) WINNEBAGO COUNTY shall provide to SwedishAmerican, a list or other means of identifying Members entitled to receive Covered Services, updated regularly, in a format mutually agreeable to the Parties.

(d) Employee Benefit Plans. WINNEBAGO COUNTY acknowledges and agrees that SwedishAmerican is not an insurance carrier or health plan and this Agreement does not establish a health plan or health care insurance coverage or provide for insured services. WINNEBAGO COUNTY further acknowledges and agrees that the Covered Services are not insured services, do not, and are not intended to, create a health plan or insurance policy, and do not serve as a substitute for healthcare insurance coverage for the employees and their dependents of WINNEBAGO COUNTY.

5. **Annual Review of Fees.** At the request of either Party, not more often than annually, the Parties shall engage in a good faith review of the fees for all Covered Services. Any change in fees shall be set forth in a written and signed amendment to this Agreement. Changes to the fees will be effective on the first (1st) day of the next Term Year. No increase or decrease in fees shall be requested or made during the first two Term Years of this Agreement; and all increases after the two year period will be based on the ALL URBAN CONSUMER CPI-US for city and medical services. Except that WINNEBAGO COUNTY may elect to eliminate or add the registered nurse position as of the end of any Term Year, in which case there shall be a commensurate decrease or decrease in fees, to be determined in good faith by the mutual agreement of the Parties.

6. **Billing and Payment for Non-Covered Services.**

   (a) Reimbursable Non-Covered Services. In the event Reimbursable Non-Covered Services are provided to any Member at the Clinic, SwedishAmerican shall present sufficient information to enable WINNEBAGO COUNTY to determine whether, and to what extent, payment to SwedishAmerican for such services is appropriate.

7. **Representations and Warranties.**

   Each Party represents and warrants to the other Party as follows:

   (a) It is an entity duly organized and validly existing under the laws of the **State of Illinois**;

   (b) It has, and will have for the Term, full authority to enter into this Agreement and to perform its obligations hereunder;
(c) This Agreement constitutes its legal, valid and binding obligation, enforceable against it in accordance with its terms;

(d) There are no proceedings by or before any governmental body or court, now pending or, to its knowledge, threatened against it or any of its subsidiaries that if adversely determined, could reasonably be expected to have a material adverse effect on the Party’s ability to perform its obligations under this Agreement;

(e) The Parties will perform their obligations in a manner that complies with applicable laws, regulations, ordinances and codes, including identifying and procuring required permits, certificates, approvals and inspections;

(f) In the event that either Party becomes aware of any facts or circumstances that suggest performance under this Agreement may be in violation of any law or regulation, it shall immediately notify the other Party.

8. **Compliance with Laws.** Each Party shall comply with all applicable state, federal, local, national and provincial laws, rules and regulations, including all applicable registration and licensing requirements.

9. **Term and Termination.**

   (a) **Term.** Subject to the remaining provisions of this Section 9, the term of this Agreement shall commence on the Effective Date and shall remain in effect for a period of two years initially, and two year renewals, and one year renewal for the term not to exceed five years in total (the “Term”). Beginning on or about one-hundred eighty (180) days prior to the expiration of the Term, the Parties will meet and confer in good faith regarding renewal of this Agreement.

   (b) **Termination With Cause.** Subject to Section 14 below, either Party shall have the right to terminate this Agreement immediately upon written notice to the other Party if:

   1) SwedishAmerican’s license or licenses to provide services (including but not limited to the Covered Services) or otherwise perform its obligations under this Agreement is/are terminated, suspended or restricted in any material way;

   2) A Party commits a material breach of this Agreement and has not implemented steps to cure the breach within thirty (30) days of written notice describing the breach with reasonable specificity;

   3) In performing or failing to perform the services or any other obligations under this Agreement (including but not limited to the Covered Services), the Party violates any law in a manner
which has or would have a material adverse effect on the other Party and/or any of the Members; or

4) A Party is the subject of any proceedings under bankruptcy laws or other insolvency laws or is declared subject to judicial supervision or enter into liquidation.

(c) Termination Without Cause. Either Party shall have the right to terminate this Agreement without cause upon one hundred and eighty (180) days’ advance written notice to the other Party.

(d) Continuation of Obligations. In the event of termination of this Agreement, WINNEBAGO COUNTY shall pay SwedishAmerican in accordance with the terms of this Agreement for all unpaid Fees as of the date of termination. Monthly fees will be prorated to the date of termination.

10. **Insurance and Indemnity.**

(a) **Insurance.** SwedishAmerican shall, throughout the term of this Agreement and as otherwise provided below, maintain, at its sole cost and expense, policies of insurance or a program of self-insurance providing coverage for its general liability, worker’s compensation, and, where applicable, professional liability with minimum limits of liability of Two Million and No/100 Dollars ($2,000,000) per occurrence and Three Million and No/100 Dollars ($3,000,000) in the aggregate. For clarification, the insurance limits provided herein are in no way intended to apply to malpractice insurance policies, and SwedishAmerican agrees that its providers who are providing the Covered Services will carry malpractice insurance in amounts not less than One Million and No/100 Dollars ($1,000,000.00) per occurrence and Three Million and No/100 Dollars ($3,000,000.00) in the aggregate.

(b) **Indemnity by Winnebago County.** Except as provided in Section 10(d) below, WINNEBAGO COUNTY agrees to indemnify, defend and hold harmless SwedishAmerican, its parents, subsidiaries, and affiliates, and their respective officers, directors, members, stockholders, employees and agents (the “SwedishAmerican indemnified parties”), from and against any liability, claim, action, loss, cost, damage or expense (“Liability”) incurred or suffered by SwedishAmerican or any of the other SwedishAmerican indemnified parties to the extent that any such Liability is caused by Winnebago County’s breach of any of its obligations under this Agreement.

(c) **Indemnity by SwedishAmerican.** Except as provided in Section 10(d) below, SwedishAmerican hereby agrees to indemnify, defend and hold harmless, its parents, subsidiaries, and affiliates, and their respective officers, directors, members, stockholders, employees and agents, (the “WINNEBAGO COUNTY indemnified parties”) from and against any liability incurred or suffered by WINNEBAGO COUNTY or any of
the other indemnified parties directly or indirectly, arising out of the acts or omissions of SwedishAmerican or its agents or employees arising under or relating to this Agreement.

(d) Coordination of Insurance Coverage. Notwithstanding Sections 10(b) and 10(c) above, the obligation of WINNEBAGO COUNTY and SwedishAmerican respectively to indemnify each other shall not apply to: (i) the extent that such application would nullify any existing insurance coverage of the indemnifying party applicable to the underlying event giving rise to indemnification; or (ii) that portion of any claim or loss in which an insurer is obligated to defend or satisfy. However, a Party’s obligation to indemnify the other Party pursuant to Section 10(b) or 10(c) (as applicable) shall include the obligation to indemnify for acts, omissions, and amounts that are covered by insurance to the extent that damages, expenses, and costs exceed the limits of such coverage.

(e) Survival. The provision of this Section 10 will survive the termination or expiration of this Agreement.

11. Member Privacy. The Parties shall maintain the privacy and security of individually identifiable patient health information of all Members in accordance with all relevant state and federal laws and regulations, including, but not limited to, the privacy and security standards of the Health Insurance Portability and Accountability Act of 1996 set forth at 45 CFR parts 160, 162, and 164, and agree to take such actions as necessary and appropriate in connection therewith. The Parties agree that this Section 11 shall survive the termination of this Agreement.

12. Relationship of Parties. This Agreement creates an independent contract relationship between SwedishAmerican and WINNEBAGO COUNTY solely for the purpose of the arrangement for and provision of Covered Services to Members, and this Agreement shall not constitute the formation of a partnership, joint venture, employment or master-servant relationship between SwedishAmerican and WINNEBAGO COUNTY. SwedishAmerican does not, and shall not as a result of this Agreement, have a fiduciary relationship with WINNEBAGO COUNTY, health plan, or any Member; and SwedishAmerican is not and shall not be deemed to be the “Administrator”, the “Claim Fiduciary” or the “Named Fiduciary” of WINNEBAGO COUNTY or the sponsor of any health plan. No Provider providing services under this Agreement shall be considered an employee of WINNEBAGO COUNTY for any purpose.

13. Advertising. SwedishAmerican shall not disclose the making of this Agreement in any advertisement, journal, magazine or other publication or on the internet or in any other medium, and SwedishAmerican may not use Winnebago County’s name or logo (including any trademark of WINNEBAGO COUNTY) in any of its advertising or publicity material without Winnebago County’s prior written consent, which may not be unreasonably withheld.

14. Disputes. WINNEBAGO COUNTY and SwedishAmerican shall attempt to amicably to resolve any controversy, dispute or difference arising out of this Agreement.
As such, any default (including a purported or alleged material breach of this Agreement by either Party), dispute, disagreement, controversy or claim arising out of or in connection with this Agreement that is not cured or cannot be resolved by the Parties within thirty (30) days of receipt of a notice of default or dispute, shall be referred to a Vice-President, Chief Financial Officer or other Senior Executive of each Party who together shall meet within thirty (30) days of receipt of said notice of dispute, to resolve such dispute, disagreement controversy or claim within a thirty (30) day period, subject to obtaining any necessary corporate approvals of such resolution. If a controversy, dispute or difference is not fully resolved within ninety (90) days of the initial notice of the controversy, dispute or difference, either Party may bring an action or claim related to or arising out of this Agreement in accordance with Section 16, Severability, Governing Law. Either Party will have the right to seek injunctive or other equitable relief in any such court of competent jurisdiction. Each Party agrees to continue performance of its obligations under this Agreement while any dispute is being resolved unless such obligations are terminated by the termination or expiration of this Agreement.

15. **Notices.** Any notices contemplated under this Agreement shall be in writing and shall be deemed effectively given on the date personally delivered or on the date that is three (3) days after deposit in the U.S. Mail, First Class postage prepaid, posted to the addresses listed below, unless other addresses have been designated by written notice in the manner prescribed by this Section 15. Personal delivery may be accomplished by messenger, overnight delivery service, or similar method.

**If to SwedishAmerican:**

Mr. Don F. Daniels  
Executive Vice-President and  
Chief Operating Officer  
SwedishAmerican Hospital  
1313 East State Street  
Rockford, IL 61104

**If to Winnebago County:**

Director of Purchasing  
Winnebago County Purchasing Department  
404 Elm Street, Room 202  
Rockford, IL 61101  
815-319-4380

16. **Severability, Governing Law.** If any clause or provision herein shall be judged invalid or unenforceable by a court of competent jurisdiction or by operation of any applicable law, it shall not affect the validity of any other clause or provision but shall remain in full force and effect. The Circuit Court for the 17th Judicial Circuit in Winnebago
County, Illinois, shall have jurisdiction over any dispute which arises under this Agreement and each of the Parties submits and hereby consents to such court’s exercise of jurisdiction. Each provision of this Agreement shall be enforceable independently of any other provision of this Agreement and independent of any other claim or cause of action. In the event of any dispute arising under this Agreement, it is agreed between the Parties that the laws of the State of Illinois will govern the interpretation, validity and effect of this Agreement without regard to the place of execution or place of performance thereof.

17. **Waiver of Breach.** The failure of either Party at any time to require the performance of the other of any of the provisions herein shall in no way affect the rights of the Parties to enforce the same nor shall the waiver by either Party of any breach of any provisions hereof be construed to be a waiver of any succeeding breach or as a waiver or modification of the provision itself.

18. **Complete Agreement, Amendment.** This Agreement supersedes all prior agreements and understandings between the Parties. No amendment or modification of this Agreement shall be effective unless set forth in writing and executed by both Parties.

19. **Assignment, Binding Effect.** This Agreement may not be assigned.

20. **Supervening Law.** Any provisions of law that invalidate or otherwise are inconsistent with the terms of this Agreement, or would cause one or both of the Parties to be in violation of the law, shall be deemed to have superseded the terms of this Agreement; provided, however, that the Parties shall accommodate the terms and intent of this Agreement to the greatest extent possible consistent with the requirements of the law.

21. **Counterparts.** This Agreement may be executed in any number of counterparts, and each counterpart hereof shall be deemed to be an original instrument, but all counterparts taken together shall constitute a single instrument. Signatures provided by facsimile, portable document format, or other electronic form shall be as binding as original signatures.

**IN WITNESS WHEREOF,** the Parties have executed this Agreement on the dates set forth below, effective as of the date first set forth above.

WINNEBAGO COUNTY, ILLINOIS: SWEDISHAMERICAN HOSPITAL,  
a body politic an Illinois not for profit corporation

by: ___________________________ by: ___________________________
its: __________________________ its: __________________________
Date: _________________, 2019 Date: _________________, 2019
EXHIBIT A

to
EMPLOYEE HEALTH AND WELLNESS SERVICES AGREEMENT
between
SWEDISHAMERICAN HOSPITAL
and
WINNEBAGO COUNTY

Occupational Medicine
- Drug and Alcohol Collection (including all chain of custody procedures) Includes FAA, 9 panel
- Medical Review Officer*
- OSHA/DOT Worksite Surveillance/Compliance
- Disability Related Medical Exams and Referrals*
- Dedicated Injury & Illness Care/Case Management
- Workers’ Compensation- Support HR & Management
- Worksite Illness, Injuries, Triage
- Return-to-Work Programs (Evaluation & Management)*
- Blood Pathogens Program
- Laceration/Wound Care Suture Removal
- Care for Sprains and Strains
- Immunization (with agreed upon fee schedule)
- Pre-employment and post-employment tests
  - Spirometry and Pulmonary

* Indicates services that need close oversight or actual performance by and occupational health physician. Every effort will be made to have all services performed by the onsite staff but there may be exceptions where individuals need to be seen offsite at a SwedishAmerican Occupational Health clinic. SwedishAmerican will continue to work on the optimal delivery model to minimize cost and maintain convenience for Winnebago County.
EXHIBIT B

to
EMPLOYEE HEALTH AND WELLNESS SERVICES AGREEMENT
between
SWEDISHAMERICAN HOSPITAL
and
WINNEBAGO COUNTY

Primary Care Services
- Comprehensive annual health maintenance physicals
- Acute care for illness and injury
- Sports medicine consultations
- School Physicals
- Limited generic prescriptions medication dispensing
- Lifestyle and Disease Management Health Services
- Basic Laboratory Services
  - CLIA-waived POS testing
  - Labs associated with annual health maintenance visit
- Other services as mutually determined

Note: Any services not listed above are non-covered services and are to be billed in accordance with this agreement.

Wellness Services
- Health Risk Assessment
- Annual lab screen to include CMP, CBC, Lipid Profile, and Hemoglobin A1c Reflex for any glucose greater than 99.
- Medical Director oversight of program
- Physician lab review, abnormal lab follow-up, PCP referrals
- Aggregate reporting and annual review of aggregate with the BLW Medical Director
- On-site health coaching to include 2 sessions per individual
- Wellness Education Sessions
- Clinic based fitness sessions (Scheduled appropriately with demand)
- Customized Web portal
- Smoking cessation
- Monthly wellness calendar of events and promotional materials for wellness activities
- 15% Discount on BLW Retail Services
- 30 Day YMCA trial membership for any members who participate in the Annual HRA and Biometric Screening
EXHIBIT B-1
to
EMPLOYEE HEALTH AND WELLNESS SERVICES AGREEMENT
between
SWEDISHAMERICAN HOSPITAL
and
WINNEBAGO COUNTY

Appendix B – Generic Medications.

Generic meds that could be dispensed in the Clinic. This is not intended to be a final list since this would be subject to continual updating depending on our provider reviews, Medical Director approval, etc. This is only for the dispensing of the initial supply of medications and never providing refills. The intent of the on-site dispensing is to provide patients with convenient no out of pocket cost medications for common short term problems (antibiotics for 10 days for a strep throat) or a one-month supply for a medication that might be used more long-term such as an antidepressant.

Cost per package listed below are only to demonstrate the cost to SwedishAmerican. Not cost to the County.

<table>
<thead>
<tr>
<th>Generic Name</th>
<th>Brand Name</th>
<th>Formulation</th>
<th>Dose</th>
<th>Sig</th>
<th>Package Size</th>
<th>Cost per Package</th>
<th>Utilization</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Albuterol Sulfate</td>
<td>Ventolin</td>
<td>Inhaler</td>
<td>1-2 Puffs</td>
<td>UD</td>
<td>1 MDI</td>
<td>$47.71</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Azithromycin</td>
<td>Z-Pak</td>
<td>Oral Dose Pack</td>
<td>500 mg / 250 mg</td>
<td>UD</td>
<td>1 Pack</td>
<td>$4.07</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amoxicillin</td>
<td>Amoxil</td>
<td>Tablet</td>
<td>500 mg</td>
<td>TID</td>
<td>30 Tablets</td>
<td>$4.80</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cetirizine Hydrochloride HCl</td>
<td>Flexeril</td>
<td>Tablet</td>
<td>10 mg</td>
<td>TID</td>
<td>15 Tablets</td>
<td>$1.50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Meloxicam</td>
<td>Mobic</td>
<td>Tablet</td>
<td>15 mg</td>
<td>Daily</td>
<td>30 Tablets</td>
<td>$0.90</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amoxicillin-Pot Clavulanate</td>
<td>Augmentin</td>
<td>Tablet</td>
<td>875 mg</td>
<td>BID</td>
<td>20 Tablets</td>
<td>$5.80</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ciprofloxacin HCl</td>
<td>Cipro</td>
<td>Tablet</td>
<td>500 mg</td>
<td>BID</td>
<td>20 Tablets</td>
<td>$3.80</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Montelukast Sodium</td>
<td>Singular</td>
<td>Tablet</td>
<td>10 mg</td>
<td>Daily</td>
<td>30 Tablets</td>
<td>$2.85</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trimethoprim-Sulfamethoxazole</td>
<td>Trimaxin</td>
<td>Cream</td>
<td>15 grams</td>
<td>PRN</td>
<td>1 Tube</td>
<td>$0.25</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dapsone</td>
<td>Bactrim</td>
<td>Tablet</td>
<td>800 mg / 160 mg</td>
<td>BID</td>
<td>10 Capsules</td>
<td>$0.37</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Doxycycline</td>
<td>Vibramycin</td>
<td>Capsule</td>
<td>100 mg</td>
<td>BID</td>
<td>20 Capsules</td>
<td>$13.60</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Meclizine</td>
<td>Antivert</td>
<td>Tablet</td>
<td>25 mg</td>
<td>TID</td>
<td>15 Tablets</td>
<td>$4.55</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Metronidazole</td>
<td>Flagyl</td>
<td>Tablet</td>
<td>500 mg</td>
<td>BID</td>
<td>14 Tablets</td>
<td>$2.43</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Methylprednisolone</td>
<td>Medrol Dose-Pak</td>
<td>Tablet</td>
<td>4 mg</td>
<td>UD</td>
<td>1 Pack</td>
<td>$14.81</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
EXHIBIT C
FEES
to
EMPLOYEE HEALTH AND WELLNESS SERVICES AGREEMENT
between
SWEDISHAMERICAN HOSPITAL
and
WINNEBAGO COUNTY

1. WINNEBAGO COUNTY shall pay the following fees to SwedishAmerican:

   (a) An annual fee for the first two years as determined by SwedishAmerican’s Best and Final Offer sent on March 14, 2019.

   (b) Per unit fees for the following items/services, which shall be billed monthly by SwedishAmerican promptly after the end of the month in which the item/service is furnished:

<table>
<thead>
<tr>
<th>Description</th>
<th>Per Unit Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drug Screen Panel 5 Nida Medtox</td>
<td>25.00</td>
</tr>
<tr>
<td>Drug Screen Panel 10 Non-Nida Medtox</td>
<td>25.00</td>
</tr>
<tr>
<td>Splint</td>
<td>15.00</td>
</tr>
<tr>
<td>KO Elastic w/joints (knee)</td>
<td>36.00</td>
</tr>
<tr>
<td>Elbow Elastic w/metal joint</td>
<td>15.00</td>
</tr>
<tr>
<td>WHFO No Joint Prefabricated (wrist)</td>
<td>15.00</td>
</tr>
<tr>
<td>Ankle Brace Support</td>
<td>42.00</td>
</tr>
<tr>
<td>Breath Alcohol</td>
<td>20.00</td>
</tr>
<tr>
<td>Crutches</td>
<td>20.00</td>
</tr>
<tr>
<td>Finger Splint</td>
<td>10.00</td>
</tr>
<tr>
<td>Non-Pneum Walking Boot</td>
<td>65.00</td>
</tr>
<tr>
<td>Influenza vaccination and administration</td>
<td>22.00</td>
</tr>
</tbody>
</table>

2. WINNEBAGO COUNTY shall pay the fees to SwedishAmerican in compliance with the Illinois Local Government Prompt Payment Act (50 ILCS 505/1 et. seq.).
SWEDISHAMERICAN REFERENCE QUESTIONS

• How well does SwedishAmerican understand your needs?
Swedish American has proved they fully understand our needs—even better than I have at times and have preemptively solved problems or identified issues and presented better options.

• How has SwedishAmerican handled conflict-resolution?
I have not had any issues with conflict.

• What was SwedishAmerican’s response time to your questions or requests?
Extremely fast—they have provided me a core team of 5-6 people who are eager to attend to any issue or question we might have.

• Does SwedishAmerican exceed your expectations?
YES! I am SO happy with their service, level of communication, and initiative. They have been WONDERFUL to work with.

• What are all of the services that SwedishAmerican provides for you?
Swedish American administers our wellness plan. This involves administering on-site employee/spouse blood draws, providing compliance scoring system, wellness packets and results to individuals, corporate level results for HR, providing wellness lunch and learns throughout the year, and discounted wellness classes for employees.
We are also members of the Home Health Center/Partners Health—a brand new employer-based clinic fully managed, staffed, etc. by Swedes. I cannot possibly overstate how extremely happy we are with the clinic, nurses, physicians, communication and CARE our employees are receiving there. Also, there is a huge value to Forest City Gear—both monetarily and in employee goodwill/satisfaction because of the high level of care they’re receiving. Swedish American has made FCG and our employees feel important and valuable.

• Is there anything else we should consider before we hire SwedishAmerican?

Ask questions! Swedish American has a LOT more to offer than I ever knew before we embarked on this road and much of it can be very personalized.

• Would you hire SwedishAmerican again?

Absolutely
## PROPOSAL TAB
### ONSITE WELLNESS CLINIC SERVICES
#### RFP 19P-2172

RFP Due: 2/12/2019

<table>
<thead>
<tr>
<th>PROPOSER/VENDOR</th>
<th>Scoring (Out of 100)</th>
<th>Value Added (Up to 10)</th>
<th>Total Score (Out of 110)</th>
</tr>
</thead>
</table>
| ACTIVATE HEALTHCARE LLC  
2010 N Damen Ave, Unit F  
Chicago, IL 60647 | 59 | 5 | 64 |
| CAREATC  
4500 S 129th E Ave, Suite 191  
Tulsa, OK 74134 | 81 | 0 | 81 |
| MARATHON HEALTH, LLC  
20 Winooski Falls Way, Suite 400  
Winooski, VT 05404 | 82 | 3 | 85 |
| MERCYHEALTH  
2400 N Rockton Ave  
Rockford, IL 61103 | 38 | 0 | 38 |
| ONE TO ONE HEALTH  
246 E 11th Street, Suite 206  
Chattanooga, TN 37402 | 53 | 0 | 53 |
| SWEDISHAMERICAN HEALTH SYSTEM  
1313 East State Street  
Rockford, IL 61104 | 97 | 10 | 107 |
## Overview of the Evaluation Scoring Methodology

<table>
<thead>
<tr>
<th>Score</th>
<th>Description</th>
<th>Full Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>96 to 100</td>
<td>Exceptional</td>
<td>Full achievement of the requirements specified in the RFP for that criterion. Demonstrated strengths, no errors, weaknesses or omissions.</td>
</tr>
<tr>
<td>90 to 95</td>
<td>Superior</td>
<td>Sound achievement of the requirements specified in the RFP for that criterion. Some minor errors, risks, weaknesses or omissions, which may be acceptable as offered.</td>
</tr>
<tr>
<td>80 to 89</td>
<td>Good</td>
<td>Reasonable achievement of the requirements specified in the RFP for that criterion. Some errors, risks, weaknesses or omissions, which can be corrected/overcome with minimum effort.</td>
</tr>
<tr>
<td>70 to 79</td>
<td>Satisfactory</td>
<td>Satisfactory achievement of the requirements specified in the RFP for that criterion. Some errors, risks, weaknesses or omissions, which are possible to correct/overcome and make acceptable.</td>
</tr>
<tr>
<td>60 to 69</td>
<td>Inadequate</td>
<td>Minimal achievement of the requirements specified in the RFP for that criterion. Several errors, risks, weaknesses or omissions, which are possible, but difficult to correct/overcome and make acceptable.</td>
</tr>
<tr>
<td>50 to 59</td>
<td>Poor to deficient</td>
<td>No achievement of the requirements specified in the RFP for that criterion. Existence of numerous errors, risks, weaknesses or omissions, which are very difficult to correct/overcome and make acceptable.</td>
</tr>
<tr>
<td>49 or below</td>
<td>Unacceptable</td>
<td>Totally deficient and non-compliant for that criterion.</td>
</tr>
</tbody>
</table>
Summary of Selection of SwedishAmerican by Evaluation Committee:

- SwedishAmerican guarantees no price increase for two years
- SwedishAmerican will contribute an estimated amount of $80,000 the capital expenditures related to the startup of clinic operations
- Utilizes current pool of staffing from SwedishAmerican
- Utilizes SwedishAmerican internal laboratory services – eliminates the need for a 3rd party lab
- SwedishAmerican will equip and utilize 2 patient rooms
- SwedishAmerican has the local staff available for Wellness Services (i.e. lunch ‘n learns, health coaching, etc.)
- The cost of the annual Health Risk Assessment for employees/spouses is included in the fee
- Opportunity to utilize Partners Health in the future provides easier accessibility for River Bluff and Animal Services employees
- Wellness Screenings can be done at Better Life Wellness location on nights/weekends
- Advisory Committee to work hand in hand with our Wellness Committee
FINANCE COMMITTEE
TO: THE HONORABLE MEMBERS OF THE COUNTY OF WINNEBAGO, ILLINOIS

The Winnebago County Finance Committee presents the following Ordinance amending the Annual Appropriation Ordinance for the fiscal year ending September 30, 2019 and recommends its adoption.

ORDINANCE

WHEREAS, the Winnebago County Board adopted the “Annual Budget and Appropriation Ordinance” for the fiscal year ending September 30, 2019 at its September 27, 2018 meeting; and,

WHEREAS, 55ILCS 5/6-1003(2014), states, “After the adoption of the county budget, no further appropriations shall be made at any other time during such fiscal year, except as provided in this Act. Appropriations in excess of those authorized by the budget in order to meet an immediate emergency may be made at any meeting of the board by a two-thirds vote of all the members constituting such board, the vote to be taken by ayes and nays and entered on the record of the meeting.”

NOW, THEREFORE, BE IT ORDAINED, that the County Board deems that pursuant to the provisions as set forth in 55ILCS 5/6-1003(2014), certain conditions have occurred in connection with the operations of the County which are deemed to be immediate emergencies; therefore the following increases are hereby authorized.

2019-020 SCAAP Grant
Reason: The County received Federal grant funds from the U.S. Department of Justice for the State Criminal Alien Assistance Program (SCAAP). The availability of funds is uncertain during the budget preparation. Upon receipt of the grant funds, the County pays Justice Benefits System for services provided to gather statistical information to submit the grant application. The remainder of the proceeds will be transferred to the General Fund for Corrections salaries.
Alternative: None
Impact to fiscal year 2020 budget: None
Revenue Source: Federal Grant – Sheriff’s Grant Fund

<table>
<thead>
<tr>
<th>Acct Description</th>
<th>Org</th>
<th>Obj</th>
<th>Prj</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other Professional Services</td>
<td>60200</td>
<td>43190</td>
<td>02038</td>
<td>$11,690</td>
</tr>
<tr>
<td>Transfer to General Fund</td>
<td>60200</td>
<td>49110</td>
<td>02038</td>
<td>$41,444</td>
</tr>
<tr>
<td>Federal Grant Revenue</td>
<td>60200</td>
<td>32110</td>
<td>02038</td>
<td>(53,134)</td>
</tr>
<tr>
<td><strong>Total Adjustment:</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$0</strong></td>
</tr>
</tbody>
</table>
Respectfully Submitted,
FINANCE COMMITTEE

<table>
<thead>
<tr>
<th>(AGREE)</th>
<th>(DISAGREE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>JAIME SALGADO, FINANCE CHAIRMAN</td>
<td>JAIME SALGADO, FINANCE CHAIRMAN</td>
</tr>
<tr>
<td>DAVID FIDUCCIA</td>
<td>DAVID FIDUCCIA</td>
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<tr>
<td>JOE HOFFMAN</td>
<td>JOE HOFFMAN</td>
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<td>BURT GERL</td>
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<tr>
<td>DAVID BOOMER</td>
<td>DAVID BOOMER</td>
</tr>
<tr>
<td>STEVE SCHULTZ</td>
<td>STEVE SCHULTZ</td>
</tr>
<tr>
<td>KEITH MCDONALD</td>
<td>KEITH MCDONALD</td>
</tr>
</tbody>
</table>

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois this _____day of ___________________________2019.

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

ATTESTED BY:

LORI GUMMOW
CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS
## WINNEBAGO COUNTY
### REQUEST FOR BUDGET AMENDMENT

<table>
<thead>
<tr>
<th>Date Submitted:</th>
<th>3/12/2019</th>
<th>Department:</th>
<th>Sheriff's Grant Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fund#:</td>
<td>0302</td>
<td>DEPT. BUDGET NO.:</td>
<td></td>
</tr>
</tbody>
</table>

**Expenditures**

<table>
<thead>
<tr>
<th>Object(Account) Number</th>
<th>Object(Account) Description</th>
<th>Adopted Budget</th>
<th>Amendments Previously Approved</th>
<th>Revised Approved Budget</th>
<th>Increase (Decrease)</th>
<th>Revised Budget after Approved Budget Amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td>60200-43190-0203</td>
<td>Other Professional Services</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$11,690</td>
<td>$11,690</td>
</tr>
<tr>
<td>60200-49110-0203</td>
<td>Transfer to General Fund</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$41,444</td>
<td>$41,444</td>
</tr>
</tbody>
</table>

**Revenue**

<table>
<thead>
<tr>
<th>Object(Account) Number</th>
<th>Object(Account) Description</th>
<th>Adopted Budget</th>
<th>Amendments Previously Approved</th>
<th>Revised Approved Budget</th>
<th>Increase (Decrease)</th>
<th>Revised Budget after Approved Budget Amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td>60200-32110-0203</td>
<td>Federal Grant Revenue (SCAAP)</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$53,134</td>
<td>$53,134</td>
</tr>
</tbody>
</table>

**TOTAL ADJUSTMENT:** $0

---

**Reason budget amendment is required:**

The County received Federal grant funds from the U.S. Department of Justice for the State Criminal Alien Assistance Program (SCAAP). The availability of funds is uncertain during the budget preparation. Upon receipt of the grant funds, the County pays Justice Benefits System for services provided to gather statistical information to submit the grant application. The remainder of the proceeds will be transferred to the General Fund for Corrections salaries.

**Potential alternatives to budget amendment:**

N/A

**Impact to fiscal year 2020 budget:** None

**Revenue Source:** Federal Grant
TO: THE HONORABLE MEMBERS OF THE COUNTY OF WINNEBAGO, ILLINOIS

The Winnebago County Finance Committee presents the following Ordinance amending the Annual Appropriation Ordinance for the fiscal year ending September 30, 2019 and recommends its adoption.

ORDINANCE

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WHEREAS, 55ILCS 5/6-1003(2014), states, “After the adoption of the county budget, no further appropriations shall be made at any other time during such fiscal year, except as provided in this Act. Appropriations in excess of those authorized by the budget in order to meet an immediate emergency may be made at any meeting of the board by a two-thirds vote of all the members constituting such board, the vote to be taken by ayes and nays and entered on the record of the meeting.”

NOW, THEREFORE, BE IT ORDAINED, that the County Board deems that pursuant to the provisions as set forth in 55ILCS 5/6-1003(2014), certain conditions have occurred in connection with the operations of the County which are deemed to be immediate emergencies; therefore the following increases are hereby authorized.

2019-021 DOPP Grant
Reason: Health Department has received a new contract from the state to provide additional Drug Overdose Prevention services as part of the Opioid Crisis Grant. Two DOPP Specialist Trainers need to be hired.
Alternative: None
Impact to fiscal year 2020 budget: None
Revenue Source: State Grant

<table>
<thead>
<tr>
<th>Acct Description</th>
<th>Org</th>
<th>Obj</th>
<th>Prj</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular Payroll</td>
<td>60100</td>
<td>41110</td>
<td>60377</td>
</tr>
<tr>
<td>Life Insurance</td>
<td>60100</td>
<td>41221</td>
<td>60377</td>
</tr>
<tr>
<td>IMRF, Employer</td>
<td>60100</td>
<td>41231</td>
<td>60377</td>
</tr>
<tr>
<td>FICA, Employer cost</td>
<td>60100</td>
<td>41241</td>
<td>60377</td>
</tr>
<tr>
<td>Supplies</td>
<td>60100</td>
<td>42110</td>
<td>60377</td>
</tr>
<tr>
<td>Office paper products</td>
<td>60100</td>
<td>42114</td>
<td>60377</td>
</tr>
<tr>
<td>Medical and Dental supplies</td>
<td>60100</td>
<td>42260</td>
<td>60377</td>
</tr>
<tr>
<td>Medical and Dental consulting</td>
<td>60100</td>
<td>43150</td>
<td>60377</td>
</tr>
<tr>
<td>Telephone</td>
<td>60100</td>
<td>4320</td>
<td>60377</td>
</tr>
<tr>
<td>Travel</td>
<td>60100</td>
<td>43310</td>
<td>60377</td>
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<tr>
<td>Printing and Binding</td>
<td>60100</td>
<td>43410</td>
<td>60377</td>
</tr>
<tr>
<td>Gas and Heating Oil</td>
<td>60100</td>
<td>43610</td>
<td>60377</td>
</tr>
<tr>
<td>Category</td>
<td>Account</td>
<td>Budget 1</td>
<td>Budget 2</td>
</tr>
<tr>
<td>---------------------------------------</td>
<td>-----------</td>
<td>----------</td>
<td>----------</td>
</tr>
<tr>
<td>Electricity</td>
<td>60100</td>
<td>43620</td>
<td>60377</td>
</tr>
<tr>
<td>Water</td>
<td>60100</td>
<td>43630</td>
<td>60377</td>
</tr>
<tr>
<td>Waste Removal services</td>
<td>60100</td>
<td>43640</td>
<td>60377</td>
</tr>
<tr>
<td>Building Repairs and Maintenance</td>
<td>60100</td>
<td>43710</td>
<td>60377</td>
</tr>
<tr>
<td>Building Rental</td>
<td>60100</td>
<td>43810</td>
<td>60377</td>
</tr>
<tr>
<td>Office Equipment Rental</td>
<td>60100</td>
<td>43830</td>
<td>60377</td>
</tr>
<tr>
<td>Instruction and Schooling</td>
<td>60100</td>
<td>43942</td>
<td>60377</td>
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<tr>
<td>Health Insurance</td>
<td>60100</td>
<td>48211</td>
<td>60377</td>
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<tr>
<td>Cost Allocation</td>
<td>60100</td>
<td>49310</td>
<td>60377</td>
</tr>
<tr>
<td>Federal Operating Grant</td>
<td>60100</td>
<td>32110</td>
<td>60377</td>
</tr>
</tbody>
</table>

**Total Adjustment:** $0

Respectfully Submitted,

FINANCE COMMITTEE

<table>
<thead>
<tr>
<th>(AGREE)</th>
<th>(DISAGREE)</th>
</tr>
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<tbody>
<tr>
<td>JAIME SALGADO, FINANCE CHAIRMAN</td>
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<tr>
<td>STEVE SCHULTZ</td>
<td>STEVE SCHULTZ</td>
</tr>
<tr>
<td>KEITH MCDONAL</td>
<td>KEITH MCDONAL</td>
</tr>
</tbody>
</table>
The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois this _____day of ___________________________2019.

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

ATTESTED BY:

______________________________________________________________
LORI GUMMOW
CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS
### 2019
#### WINNEBAGO COUNTY
#### FINANCE COMMITTEE
REQUEST FOR BUDGET AMENDMENT

**DATE SUBMITTED:** 3/8/2019  
**AMENDMENT NO:** 2019-021  
**DEPARTMENT:** Health Department  
**SUBMITTED BY:** Pat Madigan

<table>
<thead>
<tr>
<th>Department Org Number</th>
<th>Object (Account) Number</th>
<th>Object (Account) Description</th>
<th>Adopted Budget</th>
<th>Amendments Previously Approved</th>
<th>Revised Approved Budget</th>
<th>Increase (Decrease)</th>
<th>Revised Budget after Approved Budget Amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td>60100 41110-60377</td>
<td>Regular Payroll</td>
<td>$32,444</td>
<td>$0</td>
<td>$32,444</td>
<td>$56,874</td>
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<tr>
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<tr>
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<td>$3,200</td>
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<td>$4,351</td>
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<td>60100 42114-60377</td>
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<td>$0</td>
<td>$0</td>
<td>$750</td>
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<td>Medical and Dental supplies</td>
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<td>$44,523</td>
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<td>60100 43150-60377</td>
<td>Medical and Dental Consulting</td>
<td>$25,000</td>
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<td>$32,673</td>
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<td>Telephone</td>
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<td>$1,683</td>
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<td>$1,253</td>
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<td>60100 43410-60377</td>
<td>Printing and Binding</td>
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<td>$4,000</td>
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<td>Gas and Heating Oil</td>
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<td>($49)</td>
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<td>Office Equipment Rental</td>
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<td>60100 44821-06377</td>
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<td>$13,081</td>
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<td>60100 44930-06377</td>
<td>Cost Allocation</td>
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<td>$36,472</td>
<td>($11,444)</td>
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**Revenue**

<table>
<thead>
<tr>
<th>Department Org Number</th>
<th>Object (Account) Number</th>
<th>Object (Account) Description</th>
<th>Adopted Budget</th>
<th>Amendments Previously Approved</th>
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<th>Increase (Decrease)</th>
<th>Revised Budget after Approved Budget Amendment</th>
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<tbody>
<tr>
<td>60100 32110-60377</td>
<td>Federal Operating Grant</td>
<td>$225,000</td>
<td>$0</td>
<td>$225,000</td>
<td>$157,435</td>
<td>$382,435</td>
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</table>

**TOTAL ADJUSTMENT:** $0

Reason budget amendment is required:

Health Department has received a new contract from the state to provide additional Drug Overdose Prevention services as part of the Opioid Crisis Grant. Two DOPP Specialist Trainers need to be hired.

Potential alternatives to budget amendment:

N/A

Impact to fiscal year 2020 budget:

None, grant will expire, positions are temporary

Revenue Source: Grant revenue - Health Department
ZONING COMMITTEE
Zoning Committee………………………………Jim Webster, Committee Chairman

PLANNING AND/OR ZONING REQUESTS:

TO BE LAID OVER:

1. Z-17-18 A map amendment to rezone +/- 3.03 net acres from the AG, Agricultural Priority District to the RA, Rural Agricultural Residential District requested by Dennis Norup, property owner, for property that is commonly known as 42XX Centerville Road in Rockford Township.
   PIN: Part of PIN: 15-07-251-001 C.B. District: 1
   Lesa Rating: High Consistent w/2030 LRMP – Future Map: NO
   ZBA RECOMMENDS: MOTION TO APPROVE FAILED (2-3) on 3/13/19
   (Initially recommended APPROVAL (4-1) on 12/11/18)

   TO BE VOTED ON: NONE

2. 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, April 10, 2019, 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, April 24, 2019, at 5:00 p.m. in Room 303 of the County Administration Building.
ECONOMIC DEVELOPMENT COMMITTEE
RESOLUTION
OF
THE COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

2019 CR _____

RESOLUTION GRANTING AUTHORITY TO THE WINNEBAGO COUNTY BOARD CHAIRMAN TO EXECUTE THE DOCUMENTS NECESSARY TO COMPLETE A LOAN FOR $30,000 FROM THE REVOLVING LOAN FUND TO APOLLO ENTERPRISES, LLC

WHEREAS, Apollo Enterprises, LLC ("Apollo") is a newly established female owned business that will provide short haul trucking services primarily for the construction and demolition industries; and

WHEREAS, the owners of Apollo, Kathleen Gwizdale (45%) and Lisa Marks (55%) intend to acquire certification as a female owned business by the State of Illinois to capitalize on that status for public improvement projects; and

WHEREAS, Gwizdale was previously the Operations Coordinator for N-Trak for three years and will be Apollo's Chief Operating Officer, and Marks was employed at First Midwest Group where she was a business manager for the past 14 months and has earned two masters degrees and will be Apollo's Chief Financial Officer; and

WHEREAS, Apollo plans to use the funds to purchase three trucks/trailer for hauling and employ five full-time workers three of whom will be independent contractors, which is usual for the industry, resulting in the cost to the County per job created of $6,000; and

WHEREAS, Northern Illinois Development Corporation in conjunction with the Illinois Department of Commerce and Economic Development (NICDC/DCEO) will be lending Apollo $100,000 and Rockford Bank and Trust will be providing Apollo with a line of credit up to $100,000;

WHEREAS, pursuant to a Management Agreement between Winnebago County (County) and Rockford Local Development Corporation (RLDC) concerning loans from the Revolving Loan Fund of the County of Winnebago, RLDC and the RLDC Board of Directors, RLDC recommends: the County of Winnebago make a loan of $30,000 from the Revolving Loan Fund at 6.0 percent to be fully amortized over five (5) years to Apollo secured by second lien on all business assets subordinate to Bank debt not to exceed $100,000, personal guarantees of Gwizdale and Marks, review and approval of the Buy-Sell agreement between the principals with keyman life insurance supporting such agreement;

NOW THEREFORE, BE IT RESOLVED, that the Chairman of the County Board of the County of Winnebago, Illinois is hereby authorized to execute the loan documents prepared by Rockford Local Development Corporation and approved by the Winnebago County State’s
Attorney’s Office for the loan of $30,000 at six (6) percent fully amortized over five (5) years from the Revolving Loan Fund to APOLLO, LLC collateralized by a second lien on all business assets, personal guarantees of Gwizdala and Marks, review and approval of the Buy-Sell agreement between the principals with keyman life insurance supporting such agreement. It is estimated this loan will assist in the creation of a new female owned business to support public construction projects and is projected to create five full-time equivalent jobs.

BE IT FURTHER RESOLVED, that this resolution shall be effective on its adoption.

BE IT FURTHER RESOLVED, that the Clerk of the County Board of the County of Winnebago is directed to prepare and deliver certified copies of this resolution to the Winnebago County Planning and Economic Development Director and the Winnebago County State’s Attorney’s Office – Civil Division.

Respectfully submitted,

Economic Development Committee

AGREE

FRED WESCOTT, CHAIRMAN

DOROTHY REDD

PAUL ARENA

JAS BILICH

JOHN BUTITTA

JEAN CROSBY

DAN FELLARS

BURT GERL

TIM NABORS

DISAGREE

FRED WESCOTT, CHAIRMAN

DOROTHY REDD

PAUL ARENA

JAS BILICH

JOHN BUTITTA

JEAN CROSBY

DAN FELLARS

BURT GERL

TIM NABORS
The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this ____ day of ___________________________ 2019.

______________________________ FRANK HANEY
ATTESTED BY: CHAIRMAN OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

______________________________ LORI GUMMOW
CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS
Revolving Loan Fund
Loan Summary for:
Apollo Enterprises, LLC

Applicant: Apollo Enterprises, LLC
PIN: 

Location Address: Currently within each house, but are planning to move to an office space in the upcoming months.

County Board District: Lisa Marks (55%) Village of Machesney Park
#6 Keith McDonald
Kathleen Gwizdala (45%) City of Loves Park
#7 Paul Arena

Type of Business: [X] New (Start-up) [ ] Expansion (Existing)

Industry: Transportation

<table>
<thead>
<tr>
<th>Requested County Revolving Loan Fund:</th>
<th>Percentage</th>
<th>Projected Employees Growth:</th>
</tr>
</thead>
<tbody>
<tr>
<td>$30,000 @ 6.0% interest for 5 years</td>
<td>10.7%</td>
<td>Full-Time Equivalent (FTE):</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5 (Breakdown)</td>
</tr>
<tr>
<td>Owner’s Investment: $50,000</td>
<td>17.9%</td>
<td>1 – Chief Operating Officer</td>
</tr>
<tr>
<td>NICDC/DCEO: $100,000</td>
<td>35.7%</td>
<td>1 – Chief Financial Officer</td>
</tr>
<tr>
<td>Bank(s): $100,000</td>
<td>35.7%</td>
<td>3 – Independent Trucking Contractors</td>
</tr>
<tr>
<td>Total Financing of Project: $280,000</td>
<td></td>
<td>Part Time:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Job Retention:</td>
</tr>
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</table>

Uses of Loan Proceeds:

- NICDC/DCEO loan proceeds will fund the purchase of three trucks/trailers for hauling materials and debris.
- Winnebago County funds will provide supplemental working capital.
- Bank investment will be a line of credit to also assist with providing supplemental working capital and sustain the business through its planned growth phase.
**Description of Business & Project:**
Apollo Enterprises, LLC ("Apollo") is a newly established business that will provide short haul trucking services primarily in the construction and demolition industries. A female-owned business owned by Kathleen Gwizdala (45%) and Lisa Marks (55%), Apollo plans to get certified as a female-owned business by the State of Illinois to capitalize on the need for disadvantaged businesses on public improvement projects. Additionally, Apollo has an established business relationship with N-Trak, a rapidly growing construction and demolition business that is expected to result in immediate business. Ms. Gwizdala will operate as Chief Operating Officer. She was previously Operations Coordinator for N-Trak where she has worked for three years. Ms. Marks will operate as Chief Financial Officer. She has been employed at First Midwest Group as a Business Manager the past 14 months and has earned two Masters Degrees.

**Other Conditions:** Personal guarantee Ms. Gwizdala and Ms. Marks. Review and approval of Buy-Sell Agreement between the principals with Keyman Life Insurance supporting the Agreement.

**RLDC Recommendation:**
Staff recommends a $30,000 loan to Winnebago County for the following reasons:

1) Participation in its project supports a female-owned business in the construction trades.

2) Participation in this project is expected to contribute to the creation of five FTE’s.

3) The proposed County loan will be secured by a subordinated lien on all business assets and it is expected to be fully collateralized by the third month of operations.

4) Apollo’s projections are supported by a favorable relationship with N-Trak which reportedly subcontracts $1.6 million in annual trucking services.

5) Although young, the principals have complementary skills and industry experience.
<table>
<thead>
<tr>
<th><strong>LLC FILE DETAIL REPORT</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>File Number</strong></td>
</tr>
<tr>
<td><strong>Entity Name</strong></td>
</tr>
<tr>
<td><strong>Status</strong></td>
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<tr>
<td><strong>On</strong></td>
</tr>
<tr>
<td><strong>Entity Type</strong></td>
</tr>
<tr>
<td><strong>Type of LLC</strong></td>
</tr>
<tr>
<td><strong>File Date</strong></td>
</tr>
<tr>
<td><strong>Jurisdiction</strong></td>
</tr>
<tr>
<td><strong>Agent Name</strong></td>
</tr>
<tr>
<td><strong>Agent Change Date</strong></td>
</tr>
<tr>
<td><strong>Agent Street Address</strong></td>
</tr>
<tr>
<td><strong>Principal Office</strong></td>
</tr>
<tr>
<td><strong>Agent City</strong></td>
</tr>
<tr>
<td><strong>Managers</strong></td>
</tr>
<tr>
<td><strong>Agent Zip</strong></td>
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<tr>
<td><strong>Duration</strong></td>
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<tr>
<td><strong>Annual Report Filing Date</strong></td>
</tr>
<tr>
<td><strong>For Year</strong></td>
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<td><strong>Series Name</strong></td>
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</table>

**Return to the Search Screen**

**OTHER SERVICES**

- File Annual Report
- Adopting Assumed Name
- Articles of Amendment Effecting A Name Change
- Change of Registered Agent and/or Registered Office Address

---

**Purchase Certificate of Good Standing**
(One Certificate per Transaction)

**BACK TO CYBERDRIVEILLINOIS.COM HOME PAGE**
### LLC MANAGERS

<table>
<thead>
<tr>
<th>Entity Name</th>
<th>Address</th>
<th>File Number</th>
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<tr>
<td>MARKS, LISA J</td>
<td>1620 ROOSEVELT ROAD, MACHESNEY PARK, IL - 61115</td>
<td>07535805</td>
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<tr>
<td>GWIZDALA, KATHLEEN E</td>
<td>6020 BRIAR PATCH LANE, LOVES PARK, IL - 61111</td>
<td></td>
</tr>
</tbody>
</table>
Winnebago County Loan Program

Presented by:
John Phelps, Executive Director
Andrew Jury, Loan Officer
Rockford Local Development Corporation

Who is RLDC?

- Private, not-for-profit economic development agency
- Founded in 1979
- Primary Activity: Small Business Lending
  - 346 current loans outstanding
  - $70.4 million loan portfolio;
    - Projects totaling $313.9 million
  - 5,251 jobs created/impacted
RLDC Programs/Services

- Source of Gap Financing
- Statewide SBA 504 Lender
- Manage Local Revolving Loan Funds
- Provide SBA 7(a) Packaging Services to Banks
- Leader in Urban Redevelopment Projects
  - 1. South Main Grocery Store (La Chiquita)
  - 2. Turner School Police Station
  - 3. Downtown Rockford Conference Center
  - 4. Keith Creek Flood Mitigation Program
  - 5. Multiple Brownfields Remediation Projects

RLF Characteristics

- Ideal for smaller loans:
  - Lesser of $200,000 or 30% of project costs
- Typically Used for Subordinate Financing
  - Eligible Costs:
    - Land & Building
    - Equipment
    - Working capital
- Rates = project dependent
- Nominal processing fees
RLF Loan Criteria

- Small Businesses (esp. Manufacturing and disadvantaged borrowers and distressed areas)
- Job Creation ($20,000/job)
- Leverage of Private capital
- Sustainability

Underwriting Process

- Learn about Business (Product/Service, Management, Market, Competition, etc)
- Describe Uses and Sources of Funds
- Evaluate Financial Condition (Analyze Balance Sheet–Compare to Industry Standards)
- Analyze Revenue Growth and Earnings Growth (Analyze Income Statement–Compare to Industry Standards)
- Analyze Debt Service Capacity
- Analyze Collateral and Borrower Creditworthiness
Other Considerations

- Approvals in 30 days or Less
- Project Default Rates of 2%/Year
  1. $1.2 Mil Loan Fund Yields $72,000 at 6%
  2. RLDC Management Fee Averages 1.5%
  3. Loan Loss Reserve of 2%
  4. Sustainable Income of $30,000/year

Winnebago County Loan Portfolio

- 10 Total Loans
- Balance Outstanding: $1.08 million
- Avg Loan Size: $107,800
  1. Pre–RLDC: $450,000
  2. Post–RLDC: $50,600
- Average Interest Rate: 3.18%
  1. Pre–RLDC: 2.5%
  2. Post–RLDC: 5.7%
- No Monetary defaults (1 Business Failure and 1 deferment)
Financial Statements
Fiscal Year Ending September 30

<table>
<thead>
<tr>
<th></th>
<th>September-15</th>
<th>September-16</th>
<th>September-17</th>
<th>February-18 (5 Months)</th>
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<td>Fund Balance</td>
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<td>$1,045,225</td>
<td>$1,177,549</td>
<td>$1,191,940</td>
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<tr>
<td>Net Income</td>
<td>$9,549</td>
<td>$24,957</td>
<td>$32,324</td>
<td>$14,392</td>
</tr>
</tbody>
</table>

Thank You

Contact us:
John Phelps, Executive Director
Andrew Jury, Loan Officer
120 W. State St., Suite 306
Rockford, IL 61101
Tel   (815) 987-8675
Fax  (815) 968-4157
Email:  john@rldc.us or Andrew@rldc.us
Annual Overview of the Revolving Loan Fund (Part 2)

Winnebago County, Illinois
Presented by:
Carla Paschal, County Administrator
Chris Dornbush, Director of Development Services

March 22, 2018

Program Purpose

- Loans to increase capital availability to projects that create/retain jobs by spreading the risk among lenders and reducing the cost of the capital to the borrower
- Loans to for-profit and not-for-profit businesses
Origin of the Revolving Loan Funds

- The money originated to the County in the early 1990’s (prior to 1992) from the Illinois Department of Commerce and Community Affairs (DCCA) – is now the Illinois Department of Commerce and Economic Opportunity (DCEO)

- There is NO County money used in the Revolving Loan Fund
  - Program supports itself

What happens if a Loan goes into Default?

- The County is NOT liable to repay the loan to the Revolving Loan Fund
  - No County liability
- The funds available for future loans would simply be reduced by the balance of the defaulted loan
DCCA/DCEO intentions of the Loan Program

- Financial assistance through loans to companies for the encouragement of investment and job creation/retention
- Machinery and equipment
- Building construction and renovation
- Working capital

6 Year Fund Performance

<table>
<thead>
<tr>
<th>9/30/2017</th>
<th>9/30/2016</th>
<th>9/30/2015</th>
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<tbody>
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<td>Cash $304,600</td>
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<tr>
<td>Loan Balances $1,075,300</td>
<td>Loan Balances $1,010,994</td>
<td>Loan Balances $878,455</td>
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<tr>
<td>Fund Balance $334,900</td>
<td>Fund Balance $313,590</td>
<td>Fund Balance $292,316</td>
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<tr>
<td>Investment Income $17,770</td>
<td>Investment Income $25,813</td>
<td>Investment Income $21,605</td>
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</table>

<table>
<thead>
<tr>
<th>9/30/2014</th>
<th>9/30/2013</th>
<th>9/30/2012</th>
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<tr>
<td>Cash $360,838</td>
<td>$755,544</td>
<td>$834,817</td>
</tr>
<tr>
<td>Loan Balances $949,361</td>
<td>Loan Balances $1,107,444</td>
<td>Loan Balances $1,066,860</td>
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<td>Fund Balance $510,964</td>
<td>Fund Balance $1,186,968</td>
<td>Fund Balance $1,250,707</td>
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<tr>
<td>Investment Income $27,776</td>
<td>Investment Income $32,881</td>
<td>Investment Income $43,814</td>
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</tbody>
</table>

FUND BALANCE
- 2004 $1,974,900
- 2017 $1,250,707
- GROWTH $ 124,193
Timeframe of County & RLDC Partnership

- **November 25th, 2014**: Resolution with RLDC
- **October 11th, 2016**: DCEO Letter
- **January 28th, 2016**: Updated Agreement with RLDC
- **March 8th, 2017**: RLF Overview Presented to Board
- **March 22nd, 2018**: RLF Overview Presented to Board
Thank you

Questions or Comments?
OPERATIONS & ADMINISTRATIVE COMMITTEE
Executive Summary

Date: March 21, 2019
To: Operations and Administrative Committee
Prepared by: DoIT & Purchasing Department

Subject: Mitel Voice Over IP Phone System Maintenance and Support Services Contract Renewal
County Code: Winnebago County Purchasing Ordinance

Background:
The County of Winnebago operates an expansive Mitel Voice Over IP Phone System for all Elected and Appointed Officials. There are approximately 1,600 phones in the system that are managed by sophisticated telecommunications electronics (programmable controllers). The County has been operating this phone system since 2005.

Proper maintenance and support of the Mitel Voice Over IP Phone System is critical for daily operations of the various Elected and Appointed Officials’ offices.

This year the Purchasing Department used the NJPA Sourcewell #040314-MBS Cooperative Joint Purchasing Contract to obtain the lowest contracted maintenance rates. The service agreement, however, will be managed through a local vendor, IP Communications, Inc.

Recommendation:
The County of Winnebago requires annual maintenance and support of the Mitel Voice Over IP System to ensure reliability, stability and predictability of the system. DoIT recommends awarding this competitively priced 2-year agreement with IP Communications.

Follow-Up:
Purchasing Department will route for signatures the IP Communications, Inc. Winnebago County 2 year Full Service Contract Agreement (Exhibit A). The WinCo DoIT will issue a Purchase Order to IPC. Fully Executed Vendor Agreement will be filed with executed Resolution in the Clerk’s Office.
RESOLUTION
of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Submitted by: Operations and Administrative Committee

2019 CR

RESOLUTION FOR TELECOMMUNICATIONS SERVICE CONTRACT RENEWAL (for Mitel)

WHEREAS, the County of Winnebago operates an expansive Voice Over IP (VOIP) system that supports all Elected and Appointed officials. The system is formally known as the Mitel Voice Over IP Phone System; and

WHEREAS, since activation in 2005, the Winnebago County Department of Information Technology has upheld an annual maintenance and support contract to cover the hardware and software of the Mitel system; and

WHEREAS, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Section 2-357 (b) (1), Conditions for use. All procurements whose value equals or exceeds the competitive bidding threshold of $25,000.00 shall be awarded by competitive sealed bidding in accordance with this section except as otherwise provided in 2-357(c) (Request for Proposals), 2-357(d) (Professional Services), 2-357(e) (Sole-Source), 2-357(f) (Emergency Procurements), 2-357(g) (Cooperative Joint Purchasing) or as provided by State statute; and

WHEREAS, local supplier, IPC Communications Inc., is under the National Joint Power Alliance Cooperative Joint Purchasing Agreement NJPA Sourcewell Contract #040314-MBS with the lowest contracted annual maintenance renewal rates available; and

WHEREAS, the Operations and Administrative Committee of the County Board for the County of Winnebago, Illinois, has reviewed the NJPA Sourcewell quote, Resolution Exhibit A, received for the aforementioned service and recommends awarding the Contract as follows:

TELECOMMUNICATIONS SERVICE CONTRACT RENEWAL

WHEREAS, the Operations and Administrative Committee has determined that the funding for the aforementioned purchase shall be paid as follows:
NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, that the County shall enter into a two-year service contract with IP Communications, Inc., 1521 Windsor Road, Rockford, IL 61111, for a total amount of $76,367.15.

BE IT FURTHER RESOLVED, that this Resolution shall be in full force and effective immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Chief Information Officer, Director of Purchasing, Finance Director, County Board Office and County Auditor.
Respectfully Submitted,
OPERATIONS & ADMINISTRATIVE COMMITTEE

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<tr>
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The above and foregoing Resolution was adopted by the County Board of the County
of Winnebago, Illinois this _____ day of ___________________________ 2019.

ATTESTED BY:

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

LORI GUMMOW
CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS
Mitel NJPA Government Pricing
Winnebago County 2 year Full Service Contract

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<td>54054478</td>
<td>Hardware support and replacement for all VOIP related equipment as well as labor as required including 24/7 emergency response.</td>
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</table>

**Total** $76,367.15

Two year warranty for all hardware, software and labor
Two equal payments due annually.

*Terms: Net 30*

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<tr>
<th>Customer:</th>
<th>Approved and Accepted by: IP Communications</th>
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<td>Authorized</td>
<td>Authorized</td>
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<td>Signature:</td>
<td>Date:</td>
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Print Name and Title:
R E S O L U T I O N
Of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Submitted by: Operations & Administrative Committee

20__ CR

RESOLUTION ADOPTING THE FIVE SHARED ORGANIZATIONAL VALUES FOR WINNEBAGO COUNTY

WHEREAS, the County Board of the County of Winnebago, Illinois, gathered in early 2018 to explore and discuss the future, share a vision for the community, and establish new goals for Winnebago County; and

WHEREAS, it is important to adhere to the results of the Board’s efforts throughout the County’s strategic planning and budgeting processes; and

WHEREAS, going forward and requiring total commitment, the five values established were Communication, Respect, Collaboration, Accountability, and Leadership; and

WHEREAS, addressing these five shared organizational values and their impact, highlights the key activities and initiatives that the County should focus its resources on in both the short and long term; and

WHEREAS, it is the recommendation of the Operations & Administrative Committee to adopt the five shared organizational values Communication, Respect, Collaboration, Accountability, and Leadership.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, that it approves the adoption of the five shared organizational values Communication, Respect, Collaboration, Accountability, and Leadership

BE IT FURTHER RESOLVED, that this Resolution shall be effective immediately upon its adoption.
Respectfully Submitted,
OPERATIONS & ADMINISTRATIVE COMMITTEE

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The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this _____ day of ____________________, 20__.

ATTESTED BY:

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

LORI GUMMOW
CLERK OF THE COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS
RESOLUTION
Of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Submitted by: Operations & Administrative Committee

2019 CR

RESOLUTION ADOPTING THE FIVE STRATEGIC PRIORITY AREAS FOR WINNEBAGO COUNTY

WHEREAS, the County Board of the County of Winnebago, Illinois, gathered in early 2018 to explore and develop strategic goals for its employees and other stakeholders of Winnebago County; and

WHEREAS, the outcome of the process was the creation of five key strategic organizational goals to ensure that all County stakeholders are working toward common priorities: and

WHEREAS, it is important to adhere to the results of the Board’s efforts throughout the County’s strategic planning and budgeting processes; and

WHEREAS, the five strategic priority areas established were Financial Sustainability and Stewardship, Organizational Efficiency and Collaboration, Community Health and Public Safety Effectiveness, 21st Century Infrastructure, and Dynamic Economic Development; and

WHEREAS, addressing these five strategic priority areas and their impact, highlights the key activities and initiatives on which the County should focus its resources in both the short and long term; and

WHEREAS, it is the recommendation of the Operations & Administrative Committee that the County formally adopt the five strategic priority areas to include Financial Sustainability and Stewardship, Organizational Efficiency and Collaboration, Community Health and Public Safety Effectiveness, 21st Century Infrastructure, and Dynamic Economic Development.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois, that it approves the adoption of the five strategic priority areas of Financial Sustainability and Stewardship, Organizational Efficiency and Collaboration,
Community Health and Public Safety Effectiveness, 21st Century Infrastructure, and Dynamic Economic Development.

BE IT FURTHER RESOLVED, that this Resolution shall be effective immediately upon its adoption.

Respectfully Submitted,

OPERATIONS & ADMINISTRATIVE COMMITTEE
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The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this _____ day of __________________________, 2019.

ATTESTED BY:

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

LORI GUMMOW  
CLERK OF THE COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS
ORDINANCE
of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Submitted by: Operations and Administrative Committee

2019 CR

AN ORDINANCE AMENDING SECTIONS OF CHAPTER 62
OF THE COUNTY CODE OF ORDINANCES

WHEREAS, Chapter 62 of the County Code of Ordinances, Article I sets forth various criteria for Personnel;

WHEREAS, the County wishes to amend Sections of Chapter 62, of the County Code of Ordinances.

NOW, THEREFORE, BE IT ORDAINED, by the County Board of the County of Winnebago, Illinois, that Chapter 62, Article I of the County Code of Ordinances be amended as follows:


(1) PURPOSE: The purpose of this policy is to establish administrative procedures to be used by Elected Officials and employees in the use of County owned or leased vehicles. This policy ensures that public funds are used properly in the use of vehicles. The County requires safe operation and use of any motor vehicle owned or leased. All drivers are required to hold a valid driver’s license within the proper classification and shall follow all County rules, policies and procedures as well as all federal, state, and local laws when driving on County business. Internal Revenue Service (IRS) Fringe Benefit rules may apply in certain cases for Elected Officials and employees issued a County owned or leased vehicle. This policy incorporates IRS Fringe Benefit Rules found in both the “Taxable Fringe Benefit Guide for Federal, State, and Local Governments” and Publication 15-B “Employer’s Tax Guide to Fringe Benefits”. Both publications can be found at www.irs.gov and are periodically updated by the IRS. According to the IRS, if the County provides a vehicle that is used by an Elected Official or employee exclusively for business purposes and substantiation requirements are met, there are no tax consequences or reporting required. If an employee is allowed to take a vehicle home and commuting mileage occurs, the fringe benefit must be taxed. This policy addresses all circumstances.

(2) SCOPE: This policy applies to employees that regularly or occasionally drive a County owned or leased vehicle.

(3) STATEMENT OF POLICY: The operation of County owned or leased vehicles is indispensable in conducting County business. The manner in which each vehicle is handled directly affects the performance of each County department. Vehicular collisions are potentially the most costly losses that
the County can incure when the summation of property damage, bodily injury, fatalities, and liability suits are considered. The cost can mount to proportions that will adversely affect every department in its efforts to accomplish its mission and maintain good public relations. Proper procedures must be followed for the County to comply with Internal Revenue Service Taxable Fringe Benefit rules when issuing a vehicle to County employees.

All County owned vehicles shall be titled to the County of Winnebago with NO department name attached as the County carries the excess auto insurance not departments. The County’s Purchasing Department is the holder of all original titles for County owned vehicles. The County Administrator and Director of Purchasing are the authorized signing agents for County owned vehicle titles. All County owned vehicles shall bear Municipal license plates except those specifically indicated for undercover law enforcement activities.

**Definition of Undercover Law Enforcement Activities or Operations:** According to the Undercover and Sensitive Operations Unit, Attorney General’s Guidelines on FBI Undercover Operations, undercover activities means any investigation activity involving the use of an assumed name or cover identity by an employee of the FBI or another Federal, state or local law enforcement organization. Undercover operations mean an investigation involving a series of related undercover activities over a period by an undercover employee. A series of related undercover activities generally consists of more than three separate contacts by an undercover employee with the individual(s) under investigation. However, undercover activities involving sensitive or fiscal circumstances constitute an undercover operation regardless of the number of contacts involved.

**Definition of Law Enforcement Officer:** A law enforcement officer is a person employed on a full-time basis by a unit of government. An officer is responsible for the prevention and/or investigation of crime involving injury to persons or property, who is authorized by law to carry firearms, execute search warrants, and make arrests and who regularly carries firearms (except when it is not possible to do so because of requirements of undercover work).

**Definition of On-Call/Emergency Assignment:** Employees are considered on-call or emergency assignment if they are required to perform their duties beyond normal working hours in order to ensure a quick response to emergency or after-hours calls for service.

**Definition of County Business:** County business means activities that an employee is assigned, required, or directed to perform including education or training activities. An activity does not become County business merely because a department permits an employee to do it, even if the County pays the employee's expenses. The County must require the employee to attend the education or training activity for the employee to be eligible to use a County owned or leased vehicle.

**Definition of Direct Travel:** Direct travel means the shortest, most reasonable, or ordinary route to the destination required to perform County business. Direct travel includes travel to sites near the direct route of destination for eating, lodging, or other personal needs that must be met when performing County business.

**Definition of Personal Use:** Personal use of County vehicles is strictly prohibited, other than commuting to and from work, and de minimis usage while performing official business. Personal use is taxable unless it is considered a qualified non-personal use.
Definition of Prohibited Activities: Prohibited activities are activities in direct violation of State of Illinois laws or written County policies. Examples of prohibited activities are consuming alcohol, using or dealing in illicit drugs, soliciting prostitution, using County vehicle for any prohibited purpose, or engaging in any crimes against people or property.

(4) UTILIZATION OF COUNTY VEHICLES

Elected Officials and Department Heads are encouraged to analyze options to determine the least costly transportation method. It is in the County’s best interest to minimize commuting expenses by only assigning vehicles to individuals when it is the cheapest option, as when annual business miles are at least 70% of the vehicles total annual miles.

Elected Officials and Department Heads are responsible for annually requiring employees to complete the County Owned Vehicle Use Authorization form for employees under their control and provide it to the County Administrator by August 1 of each year.

The following criteria shall be followed to utilize County owned vehicles:

1) All employees are required to submit a County Owned Vehicle Use Authorization Form (Exhibit A) annually to utilize a County owned vehicle on a regular or occasional basis.

2) All County vehicles, including those of Elected Officials and their employees, are required to utilize maintenance programs directed by the County Purchasing Department. Highway Department vehicles will be maintained at the Springfield Avenue facility.

3) An employee must have a home residence within 30 miles of their home department. Any employee living over the 30 miles limit must have this exception approved by both the Elected Official and Department Head and the County Administrator. Miles are determined by using Google mapping.

Charge for Personal Use of Vehicles: Authorized use of County owned vehicles by employees is for bona-fide County business purposes and only when in the best interest of conducting County business. Authorizations for the use of County owned or leased vehicles are required annually or more frequently, if necessary, (i.e., seasonal assignment) by the County Administrator as part of the annual budget process or as needed. **Personal use of County vehicles is strictly prohibited, other than commuting to and from work, and de minimus usage while performing official business.**

Any violation of this section may subject the employee to disciplinary action under existing personnel disciplinary procedure. As defined by the current provisions and guidelines of the IRS, employees provided with County vehicles for authorized commuting purposes due to their job positions may incur additional taxable income, calculated by using the IRS Commuting Rules. Other fringe benefit valuation methods may apply on a limited basis, which will be determined and implemented by County Administration.

For commuting miles, employees are required to submit a sworn detailed mileage report to their respective departmental payroll administration each payroll period by using the procedures established by County Administration for payroll reporting.

**IRS Safe Harbor Substantiation Rule:** The safe harbor rule relieves employees of the requirement to keep detailed records in two (2) situations.

Employees using County owned or leased vehicles are **not** required to keep detailed records of vehicle
use if all of the tests below are met:

a) For vehicles, not used for personal purposes:
   • The vehicle is owned or leased by the employer and is provided to the employee for use in the employer’s business.
   • When not in use, the vehicle is kept on the employer’s premises.
   • No employee using the vehicle lives at the employer’s business premises.
   • The employer has a written policy prohibiting personal use, except for de minimis use (such as driving to lunch while out of office on business or stopping at a store located on the way home)
   • The employer reasonably believes the vehicle is not used for any personal use (other than de minimis).

b) For vehicles not used for personal purposes other than commuting:
   • The vehicle is owned or leased by the employer and is provided for use in the employer’s business.
   • For bona fide non-compensatory reasons, the employer requires the employee to commute to and/or from work in the vehicle.
   • The employer has established a written policy prohibiting the use other than commuting and de minimis use.
   • Where the employee is not a control employee, and the employer reasonably believes that, except for commuting and de minimis use no individual uses the vehicle for personal purposes. The employer accounts for the commuting use by including the commuting value in the employee’s wages.

All Elected Officials and Department Heads, and employees who are issued a County owned vehicle are subject to the provisions of tax law and shall be required to adhere to all administrative procedures. The County Administration shall establish the necessary administrative procedures to ensure countywide compliance with applicable tax law.

All Elected Officials and Department Heads, and employees who are issued a County owned vehicle are subject to the provisions of this tax law and shall be required to adhere to all administrative procedures. The County Administration shall establish the necessary administrative procedures to ensure countywide compliance with applicable tax law.

Eligible tax exceptions for County government are:

1) Clearly marked police vehicle if:
   a. The employee must always be on call.
   b. The employee must be required by the employer to use the vehicle for commuting.
   c. The employer must prohibit personal use (other than for commuting) for travel outside of the officer’s jurisdiction.
   d. It is readily apparent, by words or painted insignia, that the vehicle is a public safety vehicle. A marking on a license plate is not a clear marking for this purpose.

2) Unmarked law enforcement vehicles are qualified non-personal use vehicles only if the following apply:
   a. The employer must officially authorize personal use.
   b. Personal use must be incidental to use for law enforcement purposes; i.e., no vacation or recreational use.
   c. The employer must be a governmental unit responsible for preventing or investigating crime.
d. The vehicle must be used by a full-time law enforcement officer; i.e., officer authorized to carry firearms, execute warrants, and make arrests. The officer must regularly carry firearms, except when it is not possible to do so because of the requirements of undercover work.

3) Specialized utility repair trucks that qualify as a qualified non-personal use vehicle, which are designed to carry tools, equipment, etc.; has a permanent interior construction, including shelves and racks; and the County requires the employee to commute for emergency call-outs to restore or maintain utility services (i.e., gas, water, sewer).

4) Vans and pickup trucks do not qualify for the exemption unless specifically modified to allow minimal personal use, and must be designed to carry cargo with a loaded gross vehicle weight over 14,000 pounds.
   a. Vans must have a seat for the driver only (or the driver and one other person) and either of the following items:
      i. Permanent shelving that fills most of the cargo area; or
      ii. Open cargo area that always carries materials or equipment used in the department’s business function.
   b. Pickup trucks must either be equipped with at least one for the following items:
      i. A hydraulic lift gate;
      ii. Permanent tanks or drums; or
      iii. Permanent sideboards or panels that raise the sides of the truck bed.

5) A passenger bus with a capacity of at least 20 passengers used for its specific purpose.

(5) REQUIREMENTS FOR DRIVING COUNTY OWNED OR LEASED VEHICLE
County employees must be mindful that while driving they are representatives of the County. Their conduct in adhering to the rules of safety and courtesy on the road is a reflection on the entire County. Employees are responsible for the care and conservation of County owned or leased vehicles and shall report accidents, breakdowns, and/or malfunctions promptly so that necessary repairs can be made.

1) Elected Officials and Department Heads must annually submit to the County Administrator a County Owned Vehicle Use Authorization (Exhibit A) for each employee. For new employees a copy of their drivers’ license is required to be provided.

2) All County employees must record their commuter value as payroll code in the County’s timekeeping system during each bi-weekly payroll period in order to have the proper fringe benefit value added to their payroll information. It is the responsibility of the department to ensure the time card documenting commuter value is approved by employee and manager. If employee is unable to approve their time in the timekeeping system the department is responsible for maintaining all paper documentation showing approval of commuter miles for seven (7) years.

3) The County’s excess vehicle liability insurance company requires employees who regularly or occasionally drive a County owned or leased vehicle to submit the following information annually. Human Resources requests the required updated information each September.
   • Employee name
   • Driver’s license number and state of issuance
   • Date of birth
   • Date of hire
   • Driver’s license issue date and expiration date
   • CDL license if required as a condition of employment
   • Photocopy of employee’s driver’s license (after the original photocopy, photocopy only required for license renewed during the past year)
Photocopy of employees proof of insurance coverage minimums as required by the State of Illinois when employee driving their personally owned vehicle on County business

Operating a County owned or leased vehicle is prohibited without possessing a valid driver’s license within the proper classification and carrying such license on driver’s person. Any employee whose operator license is revoked, suspended, or restricted in any way by the issuing state shall notify their supervisor immediately. If an employee fails to notify his/her department of a suspension, revocation, or restrictions in writing, he/she shall be subject to disciplinary action up to and including discharge.

ELECTED OFFICIALS AND DEPARTMENT HEADS shall:

1) Submit County Owned Vehicle Use Authorization Form (Exhibit A) to the County Administrator annually and as circumstances change or as new drivers are added.
2) Establish firm internal vehicle use requirements, policy, and procedure for employees to adhere to including frequent internal compliance checks.
3) Supervise periodic inspection of vehicles for signs of abuse, unreported damage, and cleanliness.
4) Review each vehicle collision and/or reported unsafe driving report(s) with the employee and his/her supervisor to emphasize management’s commitment to safe driving practices.
5) Establish a firm procedure regarding disciplinary actions that will be taken against employees who show a repeated disregard for good driving practices. Such procedures shall be applied consistently.
6) Support the County’s defensive driver program to promote safe driving.
7) Ensure their employees follow County, State, and Federal safety rules and regulations to avoid vehicle accident or incidents.

EMPLOYEES shall:

1) Follow defensive driving practices that are established for the protection of themselves, their fellow employees, and the citizens of the County and the State of Illinois.
2) Not drive when under the influence of alcohol or drugs as identified by State of Illinois law. Any such use shall be considered a violation of work rules and may be the grounds for disciplinary action up to and including discharge.
3) Not transport alcoholic beverages (whether opened or unopened, narcotics, firearms or other explosive materials unless designed as part of the employee’s job responsibilities.
4) Shall notify Elected Official or Department Head should their drivers’ license is revoked, suspended, or restricted in any way by the issuing state.
5) Be personally responsible for the cost of all traffic citations and parking tickets.
6) Be responsible for enforcing seat belt usage by all occupants at all times.
7) Not park in front of or in parking areas associated with taverns or liquor stores unless on official County business. Restaurants serving liquor are not included in this prohibition.
8) Not use vehicles for vacations, transporting family members, car-pooling, or for personal gain, such as delivering goods or services, or operating private pools where the riders pay the driver.
9) Not affix signs, stickers, antennas, trailer hitches, bike racks, ski racks, etc. to County owned or leased vehicles. Towing or hauling loads for personal reasons are not permitted.
10) Not jump-start other vehicles except in emergencies, and then only to start another County owned or leased vehicle.
11) Upon leaving the vehicle unattended, remove the keys, close all windows, and lock all doors.
12) Not park overnight on the street when possible and ensure the vehicle is secured.
13) Not smoke in County owned or leased vehicles. State law prohibits smoking in any government owned or leased vehicle.
14) Not operate vehicle outside the County unless on official County business as assigned and approved.
15) Only transport County employees, other local government employees or individuals detained by the County related to official County business.
16) Operate County owned or leased vehicle in a manner that ensures maximum fuel savings including compliance with the following fuel saving tips:
   a. Eliminate unnecessary trips
   b. Plan all travel routes in advance
   c. Remove excess weight in vehicle
   d. Operate vehicle at the speed limit
   e. Avoid unnecessary idling of vehicle
   f. Develop and maintain proper driving habits, i.e., do not over accelerate, avoid constant braking, and maintain properly inflated tires
   g. Take vehicles for schedule maintenance
17) Immediately report all accidents, theft, and/or damage to County vehicles to Risk Management.
18) Contact local law enforcement to report all accidents and/or damage to County vehicles.

**UTILIZATION OF COUNTY VEHICLES**

Permanent assignment of vehicles is not desired and shall only be allowed as follows:

Department Heads and Elected Officials will be responsible for recommending which vehicles under their department’s control may be driven home on a regular basis. This recommendation must be presented to the Chairman of the County Board for his written approval and then approved by the County Board prior to the start of every new fiscal year.

**(6) VEHICLE INVENTORY**

The County Purchasing Department, the County Sheriff and the Highway Department are responsible for submitting vehicle update reports to Risk Management/Human Resources quarterly or as requested. The report shall include the department vehicle number, make, model, and year of the vehicle, vehicle VIN number, vehicle functions, acquisition cost, license plate number, and any other vehicle activities such as purchases, transfers, totals, sold at auction, or donations. The report shall further include all equipment that could be used on roadways, for emergency purposes, or for public safety such as snowmobiles, motorcycles, trailers, tractors, generators, etc.

**(7) VEHICLE MAINTENANCE**

The County Purchasing Department shall develop a preventative maintenance program and provide scheduled maintenance as recommended by the vehicle manufacturer. The County Sheriff and Highway Department shall service and maintain their vehicles and equipment. Employees are responsible for scheduling service and maintenance of County owned or leased vehicles. In addition to complying with the preventative maintenance schedule employees are responsible for performing periodic safety checks of all vehicles and equipment and reporting any mechanical problem immediately upon detection to the appropriate vehicle manager.

Employee should contact his/her department or Purchasing Department if a major breakdown occurs on
the road, i.e., blown engine or transmission failure, for assistance and repair instructions. Local tow service is provided by A to Z Towing. The local tow service contracted by the County is to be instructed to tow vehicle to the original department location, Highway Department or to the appropriate repair facility. If a breakdown occurs outside of the County after business hours, on holidays or weekends contact a reputable local towing company and have the vehicle towed to a secured facility. Employee shall inform their home department or Purchasing Department the next business day so arrangements can be made to move the vehicle to begin repairs.

(8) REPORTING VEHICLE ACCIDENT OR INCIDENT

All County owned or leased vehicles are required to have an insurance card. Contact Human Resources for replacement insurance cards. Employees are required to report immediately all vehicle accidents or vehicle incidents to their Department Head, Human Resources and the County Administrator. Submit all reports to Human Resources and the County Administrator within 24 hours.

(9) PROCEDURE FOR REPORTING VEHICLE ACCIDENT OR INCIDENT

1) Stop immediately and take steps to prevent another accident at the scene.
2) Life Safety Takes Priority. Obtain emergency medical care at the closest medical facility.
   a. In the event of personal injury, workers’ compensation forms are to be completed and submitted as required by the Workers’ Compensation Policy
   b. Workers’ compensations forms must be filed timely to obtain medical care
3) Contact local law enforcement. All property damage and/or personal injury accident or incident shall be investigated by law enforcement. A police report is required regardless of severity of accident or incident.
   a. Obtain as much information about the accident as possible, (i.e., name and addresses of witnesses, license number of vehicles involved, etc.)
   b. Do not discuss the accident or give statement to anyone at the scene other than law enforcement
   c. If possible, take photos of the damaged vehicle/property and submit them with the incident report. Do not take video of the accident scene as this is against the law.
4) Do not discuss fault, liability, or responsibility for the accident.
5) Do not agree to pay for anything or say that the County will take care of the cost or damage
6) Do not sign any papers.
7) Timely reporting of all vehicle accidents or incidents is mandatory. Contact Supervisor and Human Resources while at the scene, if possible.
8) Should an accident or incident occur outside of regular business hours leave a voice mail message for Human Resources at 815-319-4285.
9) Submit all vehicle accident or incident reports to Risk Management within 24 hours of occurrence.
10) Refer all questions regarding insurance to Human Resources.
11) Contact Purchasing Department (815-319-4380) to arrange for vehicle repair estimates.
12) County Sheriff and Highway Departments arrange for own towing and repair estimates.

(10) USE OF HAND-HELD ELECTRONIC DEVICES WHILE DRIVING

For the purpose of this policy, “hand-held electronic devices” includes but is not limited to, cell phones, computers, PDAs, and any other communication device.

Distractions significantly affect the focus needed to operate a motor vehicle safely. According to the Insurance Institute for Highway Safety, distracted driving including the use of cell phones, PDAs, and
other wireless mobile devices while driving makes the driver four times more likely to be involved in an injury causing accident.

Employees are prohibited from using cell phones or PDAs for work-related or personal matters while driving a County owned or leased vehicle whether the device belongs to the employee or issued by the County. If you must make a work-related call while driving, you must wait until you can pull over and stop in a safe and legal location before placing your call. If you receive a work-related call while driving, you must ask the caller to wait while you pull over and stop in a safe, legal location. If you are unable to pull over safely, you must inform the caller that you will have to call them back while not driving.

Employees may use hands-free equipment to make or answer calls while driving without violating this policy. County expects employees to keep these calls brief. If, because of weather, traffic conditions, or any other reason, the employee is unable to concentrate fully on the road, the employee must either end the conversation or pull over and stop in a safe, legal location.

The only exception to the above policy is an emergency called for situations such as a fire, traffic, accident, road hazard, weather, or medical emergency. In such cases, the communications should be as short as reasonably necessary to communicate the nature of the emergency, location, etc.

Employees are prohibited from using text messaging, e-mail or any similar form of electronic communications while operating a County owned or leased vehicle.

(11) DISCIPLINARY ACTION

Immediate and positive corrective action is required for violations of policy directly associated with saving lives, preventing injuries, or eliminating expensive lawsuits. Disciplinary action shall be taken when any person causes injury to himself or others, or destroys or damages equipment by willfully violating work rules, disregarding traffic regulations or demonstrating an attitude of indifference or defiance.

Elected Officials and Department Heads shall have latitude in determining the extent of disciplinary action to be taken within their departments; however, a continuation of this latitude is dependent upon the adequacy of action taken. A County employee involved in a preventable collision or demonstrating questionable driving capabilities shall be reassigned to non-driving tasks.

Disciplinary action resulting from safety violations shall be monitored closely by Elected Officials and Department Heads and in cases where little or no action is taken, those Elected Officials and Department Heads responsible shall be required to justify their lack of action upon request from the County Administrator. The County Administrator reserves the right to supersede Elected Officials’ and Department Heads’ disciplinary action if he deems the response is inadequate for the offense.

Any employee who deliberately and/or willfully violates and/or circumvents the County Owned or Leased Vehicle Use Policy shall be subject to loss of County vehicle privileges and be subject to other applicable disciplinary action up to and including discharge.

This policy supersedes all previous vehicle policies. Provided, however, that if there are provisions in a collective bargaining agreement that conflict with the provisions of this policy as applied to an employee subject to that agreement, the agreement shall control.
(12) POLICY REVIEW

County Administration and Human Resources shall review the County Owned or Lease Vehicle Use policy as needed, and is subject to change at any time. The policy is located on the County’s internet site-Employee Resource Center under forms/manuals/policies. Elected Officials and Department Heads are encouraged to review this policy with their staff annually.

EXHIBITS
Exhibit A: County Owned Vehicle Use Authorization Form

Respectfully Submitted,
OPERATIONS & ADMINISTRATIVE COMMITTEE

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this _____ day of ___________________________ 2019.

AGREE

KEITH MCDONALD, CHAIRMAN
JEAN CROSBY
JOHN BUTITTA
JOE HOFFMAN
DOROTHY REDD
JAIME SALGADO
PAUL ARENA

DISAGREE

KEITH MCDONALD, CHAIRMAN
JEAN CROSBY
JOHN BUTITTA
JOE HOFFMAN
DOROTHY REDD
JAIME SALGADO
PAUL ARENA
ATTESTED BY:

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

LORI GUMMOW
CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS
PUBLIC WORKS COMMITTEE
RESOLUTION OF THE
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

19-CR-

SUBMITTED BY: PUBLIC WORKS COMMITTEE
SPONSORED BY: DAVE TASSONI

RESOLUTION AUTHORIZING THE OBLIGATION RETIREMENT OF BOND PAYMENTS FROM MFT FUNDS

WHEREAS Motor Fuel Tax funds need to be obligated for payments on bonds used for improvements to the County Highway System in prior years through the current year; and

WHEREAS it is in the public interest to obligate the payments with Motor Fuel Tax funds.

NOW, THEREFORE BE IT RESOLVED by the County Board of the County of Winnebago, Illinois that Motor Fuel Tax funds are hereby obligated for payments to the General Obligation Bonds as shown on the attached IDOT forms (BLR 15411);

BE IT FURTHER RESOLVED that the 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.
<table>
<thead>
<tr>
<th>AGREE</th>
<th>DISAGREE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dave Tassoni, Chairman</td>
<td>Dave Tassoni, Chairman</td>
</tr>
<tr>
<td>Burt Gerl</td>
<td>Burt Gerl</td>
</tr>
<tr>
<td>Dave Boomer</td>
<td>Dave Boomer</td>
</tr>
<tr>
<td>David Kelley</td>
<td>David Kelley</td>
</tr>
<tr>
<td>Jim Webster</td>
<td>Jim Webster</td>
</tr>
</tbody>
</table>

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this _____ day of ____________, 2019.

__________________________
Frank Haney, Chairman of the  
County Board of the  
County of Winnebago, Illinois

ATTEST:

__________________________
Lori Gummow, Clerk of the  
County Board of the  
County of Winnebago, Illinois
Obligation Retirement Resolution
(County or Municipal)

A resolution providing for the retirement of certain municipal indebtedness by the use of motor fuel tax funds

WHEREAS, the County of Winnebago has outstanding indebtedness described as follows:

05-00000-03-GB

>Title of bond issue or paving district and municipal motor fuel tax section number

<table>
<thead>
<tr>
<th>Bonds or Public Benefit Assessments</th>
<th>Number of the Bonds or Assessments</th>
<th>Interest or Principal</th>
<th>Date Due</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bonds</td>
<td>1</td>
<td>$0.00</td>
<td>2/28/2019</td>
<td>$550,000</td>
</tr>
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</table>

and.

WHEREAS, in the opinion of this body, the indebtedness described in the preceding paragraph may be retired with funds allotted to the municipality under the Motor Fuel Tax Law, and

WHEREAS, it appears that sufficient motor fuel tax funds are or will be available when the above indebtedness is due, and

WHEREAS, the County Board has, by resolution adopted, directed the Clerk of Winnebago County to cancel the 2018 tax levy (for taxes collectable in 2019) which would have produced funds to pay this indebtedness. (Not applicable to special assessment projects.)

NOW, THEREFORE, BE IT RESOLVED, that there is hereby appropriated the sum of Five hundred and fifty thousand dollars ($550,000) from funds allotted to the county or municipality under the Motor Fuel Tax Law for the payment of the above-described indebtedness, and

BE IT FURTHER RESOLVED, that the Clerk shall immediately transmit three (3) certified copies of this resolution to the Regional Engineer, Department of Transportation, District 2, Illinois.
I, Lori Gummow, Clerk in and for the County of Winnebago hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the County Board at a meeting on day of , A.D. 2019.

County Clerk.

(Seal)
A resolution providing for the retirement of certain municipal indebtedness by the use of motor fuel tax funds

WHEREAS, the County of Winnebago has outstanding indebtedness described as follows:

06-00000-04-GB

(Title of bond issue or paving district and municipal motor fuel tax section number)

<table>
<thead>
<tr>
<th>Bonds or Public Benefit Assessments</th>
<th>Number of the Bonds or Assessments</th>
<th>Interest or Principal</th>
<th>Date Due</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bonds</td>
<td>1</td>
<td>$0.00</td>
<td>2/28/2019</td>
<td>$520,000</td>
</tr>
</tbody>
</table>

and.

WHEREAS, in the opinion of this body, the indebtedness described in the preceding paragraph may be retired with funds allotted to the municipality under the Motor Fuel Tax Law, and

WHEREAS, it appears that sufficient motor fuel tax funds are or will be available when the above indebtedness is due, and

WHEREAS, the County Board has, by resolution adopted [resolution number], directed the Clerk of Winnebago County to cancel the 2018 tax levy (for taxes collectable in 2019) which would have produced funds to pay this indebtedness. (Not applicable to special assessment projects.)

NOW, THEREFORE, BE IT RESOLVED, that there is hereby appropriated the sum of Five hundred twenty thousand dollars ($ 520,000 ) from funds allotted to the county or municipality under the Motor Fuel Tax Law for the payment of the above-described indebtedness, and

BE IT FURTHER RESOLVED, that the Clerk shall immediately transmit three (3) certified copies of this resolution to the Regional Engineer, Department of Transportation, District 2, Illinois.
i, Lori Gummow  

for the County of Winnebago  

for the County of Winnebago hereby certify  

the foregoing to be a true, perfect and complete copy of a resolution adopted by the  

County Board at a meeting on  

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this day of  

, A.D. 2019  

County Clerk  

(County or Municipal)  

(Seal)
A resolution providing for the retirement of certain municipal indebtedness by the use of motor fuel tax funds

WHEREAS, the County of Winnebago has outstanding indebtedness described as follows:

07-00000-05-GB

(Table of bond issue or paving district and municipal motor fuel tax section number)

<table>
<thead>
<tr>
<th>Bonds or Public Benefit Assessments</th>
<th>Number of the Bonds or Assessments</th>
<th>Interest or Principal</th>
<th>Date Due</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bonds</td>
<td>1</td>
<td>$0.00</td>
<td>2/28/19</td>
<td>$380,000</td>
</tr>
</tbody>
</table>

and.

WHEREAS, in the opinion of this body, the indebtedness described in the preceding paragraph may be retired with funds allotted to the municipality under the Motor Fuel Tax Law, and

WHEREAS, it appears that sufficient motor fuel tax funds are or will be available when the above indebtedness is due, and

WHEREAS, the County Board has, by resolution adopted , directed the Clerk of Winnebago County to cancel the 2018 tax levy (for taxes collectable in 2019 which would have produced funds to pay this indebtedness. (Not applicable to special assessment projects.)

NOW, THEREFORE, BE IT RESOLVED, that there is hereby appropriated the sum of Three hundred eighty thousand dollars ($ 380,000 ) from funds allotted to the county or municipality under the Motor Fuel Tax Law for the payment of the above-described indebtedness, and

BE IT FURTHER RESOLVED, that the Clerk shall immediately transmit three (3) certified copies of this resolution to the Regional Engineer, Department of Transportation, District 2, Illinois.
I, Lori Gummow, Clerk in and for the County of Winnebago hereby certify that the foregoing is a true, perfect and complete copy of a resolution adopted by the County Board at a meeting on ____________________________ day of ______________________________, A.D. 2019.

County Clerk
(County or Municipal)

(Seal)
RESOLUTION OF THE
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

19-CR-

SUBMITTED BY: PUBLIC WORKS COMMITTEE
SPONSORED BY: DAVE TASSONI

RESOLUTION AUTHORIZING THE EXECUTION OF ANNUAL PROFESSIONAL SERVICES AGREEMENTS WITH STRAND ASSOCIATES, INC. TO PROVIDE TECHNICAL SERVICES FOR THE MAINTENANCE OF THE WATER DISTRICT’S SCADA SYSTEM (SECTION 11-00495-00-MG)

WHEREAS the County of Winnebago annually enters into several agreements for professional services; and

WHEREAS the County of Winnebago does not employ qualified staff to perform the maintenance of the Supervisory Control And Data Acquisition (SCADA) system which is necessary for the operation of the Water Districts pump house at Rock 39; and

WHEREAS this work has been performed in the past by Strand Associates under the intergovernmental agreement with the Village of Winnebago; and

WHEREAS for bookkeeping reasons the Village prefers that the County contract directly with Strand for this work: and

WHEREAS it would be in the public interest to enter into the attached Agreements for SCADA maintenance services with the fees for such services being established by Personnel and Equipment Chargeout Rates as per Exhibits “A” of the attached Agreements; and

NOW THEREFORE BE IT RESOLVED by the County Board of the County of Winnebago, Illinois that the County Board Chairman is authorized to execute on behalf of the County of Winnebago the attached Annual Agreement with Strand Associates for SCADA maintenance services in the form substantially as attached hereto.

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

BE IT FURTHER RESOLVED that this Resolution shall be in full force 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 Auditor, Treasurer, and Engineer.
The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this _____ day of __________, 2019.

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

Lori Gummow, Clerk of the
County Board of the
County of Winnebago, Illinois
ANNUAL AGREEMENT WITH STRAND ASSOCIATES, INC. FOR PROFESSIONAL SERVICES RELATED TO SCADA MAINTENANCE AT THE ROCK 39 PUMP HOUSE

The County of Winnebago, Illinois, hereinafter referred to as the “COUNTY” and Strand Associates, Inc., hereinafter referred to as “STRAND”, for the consideration hereinafter set forth hereby agree as follows:

I. **SCOPE OF SERVICES.** STRAND shall provide to the COUNTY professional services related to maintenance of the SCADA system for the Winnebago County Water District at the Rock 39 Pump House, on a purchase order basis.

II. **TERMS OF AGREEMENT**

A. **STRAND AGREES:**
   1. That upon receipt of a request for services from the COUNTY, STRAND shall submit to the COUNTY the following information:
      a. Detailed scope of services for the specific project.
      b. A timetable detailing the project schedule.
      c. A not-to-exceed price (fee) for the scope of service along with an estimate of hours and hourly rates for each task.
      d. A statement referencing this Agreement.
   2. STRAND shall not proceed with any of the services to be provided under this agreement until a purchase order authorizing them to proceed is issued by the County Engineer.
   3. That all sketches, charts, computations and other data prepared or obtained by STRAND pursuant to this Agreement will be made available, upon request, to the COUNTY.
   4. That all engineering documents shall be sealed and signed by an Illinois Registered Professional Engineer as appropriate, where such seal and signature are required by law.
   5. To furnish construction contract administration assistance as directed by the COUNTY and as indicated in a purchase order.
   6. To provide the SCADA maintenance services to the COUNTY within the time specified in the purchase order.

B. **IT IS MUTUALLY AGREED:**
   1. That the services performed by STRAND during construction shall be limited to providing assistance in answering questions by the COUNTY’S representative and quality control concerning conformance with any drawings and specifications.
   2. It is understood by the COUNTY that STRAND’S role will not be that of providing construction inspections or observations. STRAND will not supervise, direct, or have control over the contractor’s construction means, methods, techniques, sequences, procedures, or health and safety precautions or programs or the contractor’s failure to perform the construction work in accordance with the contract documents.
C. BASIS OF PAYMENT.
   1. For the services provided herein, the COUNTY shall pay STRAND in accordance with the fee schedule as shown on the attached Exhibit A up to the stated not to exceed price (fee) per work purchase order and pursuant to the Local Government Prompt Payment Act, 50 ILCS 505/1 et seq.
   2. STRAND is not guaranteed a minimum amount of services.

III. EFFECTIVE DATES.
   A. LENGTH OF CONTRACT.
      This Agreement shall commence on the date of execution by both of the parties hereto, and shall terminate on September 30, 2019 or when STRAND completes the services described herein, whichever is sooner. If said purchase order extends beyond the ending date, STRAND will complete all of the services as agreed to in said purchase order.

   B. EXTENSION OF AGREEMENT.
      1. After September 30, 2019, the COUNTY, at its discretion, may renew this Agreement with STRAND for a term to expire on September 30, 2020. Fees will be determined by rates established in an updated fee schedule Exhibit “A” effective on October 1, 2019.
      2. The contract extension shall be subject to budget approval by the County Board and shall be in the form a letter of understanding between STRAND and the County Engineer.

IV. LIMITATION OF LIABILITY. The liability of the COUNTY and its employees is limited to the responsibilities and duties described in Article I of this Agreement. STRAND shall indemnify and save harmless the COUNTY and its employees against any and all loss, damage, liability, judgments, costs and reasonable attorney's fees arising out of STRAND'S negligent acts or omissions under this Agreement.

V. SUCCESSORS AND ASSIGNS. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

VI. EXTENT OF AGREEMENT. This Agreement represents the entire and integrated Agreement between the COUNTY and STRAND and supersedes all prior negotiations and representations, either written or oral. None of the provisions of this Agreement may be waived, changed, or modified expect by an instrument in writing signed by both parties. COUNTY-supplied purchase order is for processing payment only; terms and conditions on the purchase order shall not apply to the services.

VII. INDEPENDENT CONTRACTOR RELATIONSHIP. The parties hereto acknowledge and agree that the relationship created by this Agreement is a principal-independent contractor relationship, not an employer-employee relationship.
COUNTY OF WINNEBAGO, IL

BY: ________________________________
   Frank Haney, Chairman of the
   County Board of the
   County of Winnebago, Illinois

DATE: _____________________________

ATTEST:

 ________________________________
Lori Gummow, Clerk of the County
Board of the County of Winnebago,
Illinois

DATE: _____________________________

STRAND ASSOCIATES, INC.

BY: ________________________________
   Matthew S. Richards, Corporate Secretary

DATE: _____________________________

ATTEST:
RESOLUTION OF THE
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

19-CO-XXX

SUBMITTED BY: PUBLIC WORKS COMMITTEE
SPONSORED BY: DAVE TASSONI

A RESOLUTION AUTHORIZING THE SUPPLEMENTAL APPROPRIATION OF MFT FUNDS FOR THE MAINTENANCE OF COUNTY HIGHWAYS
(SECTION 18-00000-00-GM)

WHEREAS Winnebago County Highways need to be maintained and kept in proper repair on an annual basis; and

WHEREAS by County Board resolution 2018 CR 039, dated March 22, 2018, the sum of $910,000 (nine hundred and ten thousand dollars) was appropriated through the Motor Fuel Tax fund for the purchase of road salt and mix materials; and

WHEREAS due to the number and severity of storms over the 2018/2019 winter season, an additional $590,000 (five hundred ninety thousand dollars) needs to be appropriated from the Motor Fuel Tax fund for the purchase of road salt to insure adequate supply of such material; and

WHEREAS it is in the public interest to appropriate the needed supplemental Motor Fuel Tax funds.

NOW, THEREFORE BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois that the additional sum of five hundred ninety thousand dollars ($590,000) is hereby appropriated from the Motor Fuel Tax fund via IDOT form BLR 14220 “Resolution for Maintenance Under the Illinois Highway Code”, in the form as substantially attached here to, to provide for the purchase of additional road salt; 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, Administrator and Engineer.
Respectfully submitted,
PUBLIC WORKS COMMITTEE

AGREE

Dave Tassoni, Chairman
Burt Gerl
Dave Boomer
Dave Kelley
Jim Webster

DISAGREE

Dave Tassoni, Chairman
Burt Gerl
Dave Boomer
Dave Kelley
Jim Webster

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this ____ day of ____________, 2019.

__________________________
Frank Haney, Chairman of the
County Board of the
County of Winnebago, Illinois

ATTEST:

__________________________
Lori Gummow, Clerk of the
County Board of the
County of Winnebago, Illinois
Resolution for Maintenance
Under the Illinois Highway Code

Resolution Number 19-003
Resolution Type Supplemental
Sec. 18-00000-00-GM

BE IT RESOLVED, by the Board of the County of
Winnebago Illinois that there is hereby appropriated the sum of $590,000.00

five hundred ninety thousand Dollars ($590,000.00)
of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from

04/01/18 to 03/31/19

Beginning Date Ending Date

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that the County of Winnebago shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

Lori Gumnow
Clerk in and for said County of Winnebago in the State of Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the Board of Winnebago at a meeting held on 03/28/19.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this day of ________________ Month, Year

(SEAL)

Clerk Signature

APPROVED

Regional Engineer
Department of Transportation

BLR 14220 (Rev. 02/08/19)
RESOLUTION OF THE
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

19-CR-

SUBMITTED BY: PUBLIC WORKS COMMITTEE
SPONSORED BY: DAVE TASSONI

RESOLUTION DECLARING AS SURPLUS HIGHWAY DEPARTMENT VEHICLES AND EQUIPMENT AND AUTHORIZING SALE

WHEREAS, the Winnebago County Highway Department owns vehicles and equipment; and

WHEREAS, the Winnebago County Highway Department has determined that the vehicles and equipment identified on Exhibit 1 attached are not needed; and

WHEREAS, in accordance with Purchasing Ordinance Section 3-364: Surplus and Obsolete Supplies of the Winnebago County Code, before any piece of equipment can be sold by the County it must be declared as surplus, having no further public use by the County; and

NOW THEREFORE, BE IT RESOLVED by the County Board of the County of Winnebago, Illinois, that the equipment listed on the attached Exhibit 1 is declared as surplus and not required for public use and that the Winnebago County Director of Purchasing is hereby authorized to sell the above cited equipment, pursuant to the Winnebago County Code; and

BE IT FURTHER RESOLVED that the Winnebago County Highway Department and the Director of Purchasing is authorized to negotiate a sale and sell such surplus vehicles and equipment to any agency willing to purchase the vehicles and equipment; and

BE IT FURTHER RESOLVED that the Preamble of this Resolution is hereby adopted as if fully set forth herein; 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 directed to prepare and deliver certified copies of this Resolution to the Winnebago County Treasurer, Auditor, and Engineer.
Respectfully submitted,
PUBLIC WORKS COMMITTEE

<table>
<thead>
<tr>
<th>AGREE</th>
<th>DISAGREE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dave Tassoni, Chairman</td>
<td>Dave Tassoni, Chairman</td>
</tr>
<tr>
<td>Burt Gerl</td>
<td>Burt Gerl</td>
</tr>
<tr>
<td>Dave Boomer</td>
<td>Dave Boomer</td>
</tr>
<tr>
<td>David Kelley</td>
<td>David Kelley</td>
</tr>
<tr>
<td>Jim Webster</td>
<td>Jim Webster</td>
</tr>
</tbody>
</table>

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this _____ day of ______________, 2019.

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

ATTEST:

Lori Gummow, Clerk of the
County Board of the
County of Winnebago, Illinois
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<th>YEAR</th>
<th>MAKE</th>
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<th>VIN #</th>
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<td>Dakota</td>
<td>Compact Pickup 4x4</td>
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<td>PETERBILT</td>
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<td>Tandem Axle</td>
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<td>FORD</td>
<td>C8000</td>
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<td>ETNYRE</td>
<td>2wd</td>
<td>Chip Spreader</td>
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<td>Intimidator</td>
<td>Wood Chipper</td>
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<td>Vermeer</td>
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<td>EW 180 B</td>
<td>Rubber Tire Excavator</td>
<td>8751144</td>
<td>Upkeep expensive, worn out</td>
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RESOLUTION
of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Sponsored by:  David Tassoni
Submitted by:  Public Works Committee

2019 CR

RESOLUTION AUTHORIZING THE PURCHASE OF AN EXCAVATOR

WHEREAS, the Highway Department is in need to replace its rubber tire excavator; and

WHEREAS, the Code of Ordinances for the County of Winnebago, Illinois, provides as in Section 2-357 (b) (1), Conditions for use. All procurements whose value equals or exceeds the competitive bidding threshold of $25,000.00 shall be awarded by competitive sealed bidding in accordance with this section except as otherwise provided in 2-357(c) (Request for Proposals), 2-357(d) (Professional Services), 2-357(e) (Sole-Source), 2-357(f) (Emergency Procurements), 2-357(g) (Cooperative Joint Purchasing) or as provided by state statute; and

WHEREAS, local supplier, West Side Tractor Sales Co., sells John Deere excavators under the National Joint Power Alliance cooperative joint purchasing agreement Sourcewell (formerly NJPA) contract #032515-JDC; and

WHEREAS, the Public Works Committee of the County Board for the County of Winnebago, Illinois has reviewed the proposal received for a 2019 John Deere 85G FT4 Track Excavator and recommends awarding the contract as follows:

WEST SIDE TRACTOR SALES COMPANY
3110 PRAIRIE RD
ROCKFORD, IL 61102

WHEREAS, the Public Works Committee has determined that the funding for the aforementioned purchase shall be paid as follows:

46100-46430

NOW, THEREFORE, BE IT RESOLVED, that the County Board of the County of Winnebago, Illinois that the County Board Chairman is authorized to execute, on behalf of the County of
Winnebago, a Purchase Order with West Side Tractor Company, 3110 Prairie Rd, Rockford, IL 61102 for not to exceed SIXTY-NINE THOUSAND SIX HUNDRED EIGHTY-SEVEN DOLLARS AND EIGHTY-FIVE CENTS ($69,687.85), which is the difference between the original price of $106,187.85 and the trade-in value of $36,500 for a 2004 Volvo EW 180 B Rubber Tire Excavator.

BE IT FURTHER RESOLVED, that any contract entered into by the County Board Chairman pursuant to the authority granted by this Resolution shall contain substantially the same terms as those contained in the quote attached.

BE IT FURTHER RESOLVED, that this Resolution shall be in full force and effective immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the Chief Information Officer, Director of Purchasing, Finance Director, County Board Office and County Auditor.
<table>
<thead>
<tr>
<th>AGREE</th>
<th>DISAGREE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dave Tassoni, Chairman</td>
<td>Dave Tassoni, Chairman</td>
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<td>Dave Boomer</td>
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</tr>
<tr>
<td>David Kelley</td>
<td>David Kelley</td>
</tr>
<tr>
<td>Jim Webster</td>
<td>Jim Webster</td>
</tr>
</tbody>
</table>

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this ____ day of ____________, 2019.

__________________________
Frank Haney, Chairman of the
County Board of the
County of Winnebago, Illinois

ATTEST:

__________________________
Lori Gummow, Clerk of the
County Board of the
County of Winnebago, Illinois
### Machine Configuration

<table>
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<tr>
<th>Code</th>
<th>Description</th>
<th>Qty</th>
<th>Unit Price</th>
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<tr>
<td>0081FF</td>
<td>85G EXC W/AUX HYD</td>
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<td>3265</td>
<td>CRAWLER RUBBER PAD-450MM 18&quot;</td>
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<td>IN BASE</td>
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<tr>
<td>7060</td>
<td>6'11&quot; (2.12M) ARM W/BKT CYL</td>
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<td>6,724.00</td>
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List Price: $139,811.00  
Discount: 34%  
Net Price: $92,275.26

### Custom Jobs

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<tr>
<th>Code</th>
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<tr>
<td></td>
<td>Dealer Provided Delivery</td>
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<td>-</td>
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<tr>
<td></td>
<td>Labor for field installed kits</td>
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<tr>
<td>Ext Warranty</td>
<td>Extended PTH warranty expires 36 Mos or 3000 hrs whichever</td>
<td>1</td>
<td>1,140.00</td>
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<tr>
<td>59945</td>
<td>WAIN ROY XLS SWINGER CPLR</td>
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<tr>
<td>4622948</td>
<td>WAIN ROY 48&quot; QC BKT W/ BOE</td>
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<td>102344324</td>
<td>WAIN ROY 24&quot; HD 1 XLS STD TOOTH BKT</td>
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<td>AT436726</td>
<td>JD AUX PIPING KIT</td>
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<tr>
<td>0</td>
<td>Jumper Hoses</td>
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Total Price: $12,412.59

### Quote Summary (per unit)

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Prices</th>
</tr>
</thead>
<tbody>
<tr>
<td>Machine Net Price</td>
<td>$92,275.26</td>
</tr>
<tr>
<td>Custom Jobs</td>
<td>$12,412.59</td>
</tr>
<tr>
<td>Price per Machine</td>
<td>$104,687.85</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Destination</th>
<th>Freight Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rockford, IL 61102</td>
<td>$1,500.00</td>
</tr>
</tbody>
</table>

Total Net Price Quantity (1) $106,187.85

Less Trade-in
2004 Volvo EW 180 B with hours | 36,500.00
Net Price less Trade-Ins | $ 69,687.85

**Warranty Terms**
85G FT4 includes Basic STD warranty 12 Mos
Extended PTH warranty expires 36 Mos or 3000 hrs whichever occurs first

**Remarks:**
*Please note that this quote is valid for 30 days. Purchase cards are accepted -- a 3% transaction fee will be calculated into the PO total for the credit card invoice payment.*
Ron Svartoen - Sales Representative West Side Tractor Sales - (815) 961-3160 • Fax (815) 965-1810 - rons@westsidetractorsales.com
RESOLUTION OF THE
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS
19-CR-

Submitted by: Public Works Committee
Sponsored by: Dave Tassoni

AWARD OF BID FOR THE 2019 COUNTY GENERAL LETTING

We, your Public Works Committee, report that bids were received on Monday, March 25, 2019 for materials to be used by the County Highway Department as shown on the attached bid tabulation. We recommend that the award, upon approval from IDOT, be made to the responsible low bidders as follows:

**Group A – Culvert Pipes, Connecting Bands and Flared End Sections:**
Contech Engineered Solutions

**Group B – Bituminous Materials S.C. (HFP):**
Tri-State Asphalt, LLC

**Group D– Bituminous Materials S.C (HFE-90):**
Asphalt Sales Company

**Group H – UPM Patch, Mixture:**
William Charles Construction

**Group S – Traffic Control:**
Decker Supply Company

**Group V – Sign Post & Supplies:**
Decker Supply Co

**Group W – Sign Materials:**
MD Solutions

**Group WW-Rolled Goods:**
MD Solutions

**NOTES:**

*Groups: E, G, I, K, L, M, N, O & P will be awarded to all bidders based upon length of haul.*

*Groups: Q, Y- No Bids were received.*

We recommend that bids be rejected for Group T, Solar Flashing Warning Lights, due to prices are much higher than estimated.

Bids from Flint Hills resources for Groups B and D were rejected due to not including the required Addendum 1 in their bid.
Respectfully submitted
PUBLIC WORKS COMMITTEE

AGREE

Dave Tassoni, Chairman
Burt Gerl
Dave Boomer
David Kelley
Jim Webster

DISAGREE

Dave Tassoni, Chairman
Burt Gerl
Dave Boomer
David Kelley
Jim Webster

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this _____ day of ________________, 2019.

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

ATTEST:

Lori Gummow, Clerk of the
County Board of the
County of Winnebago, Illinois
## 2019 Winnebago County Highway Department General Letting

<table>
<thead>
<tr>
<th>Group</th>
<th>Item</th>
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<th>U of M</th>
<th>CONTECH Unit Price</th>
<th>CONTECH Total</th>
<th>METAL CULVERTS INC. Unit Price</th>
<th>METAL CULVERTS INC. Total</th>
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<tbody>
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**Total: $97,759.20**

**Total: $99,427.60**
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### 2019 Winnebago County Highway Department General Letting

#### BYRON, IL

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## 2019 Winnebago County Highway Department General Letting

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<td>1,620.00</td>
</tr>
<tr>
<td>WW</td>
<td>Type ZZ Orange 36”x50 yds</td>
<td>1</td>
<td>EACH</td>
<td>1,672.95</td>
<td>1,672.95</td>
<td>1,620.00</td>
<td>1,620.00</td>
</tr>
</tbody>
</table>

**Subtotal:** 11,334.40
**Total:** 3,095.00
RESOLUTION
of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS
19-CR-

Sponsored by: Dave Tassoni
Submitted by: Public Works Committee

RESOLUTION AUTHORIZING THE APPROPRIATION OF MFT FUNDS
FOR THE MAINTENANCE OF COUNTY HIGHWAYS

WHEREAS Winnebago County Highways need to be maintained and kept in proper repair on an annual basis; and

WHEREAS $5,108,765.70 (five million one-hundred and eight thousand and seven-hundred sixty five dollars with seventy cents) needs to be appropriated from Motor Fuel Tax funds to pay for the maintenance and repairs of Winnebago County Highways; and

WHEREAS it is in the public interest to appropriate the needed MFT funds.

NOW, THEREFORE BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois that the County Board Chairman is authorized to appropriate from the Motor Fuel Tax fund the sum of $5,108,765.70 (five million one-hundred and eight thousand and seven-hundred sixty five dollars with seventy cents) to pay for maintenance and repairs of Winnebago County Highways as outlined on the “County Maintenance Resolution” in the form as substantially attached here to.

BE IT FURTHER RESOLVED that the 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 County Engineer, Treasurer and Auditor.
<table>
<thead>
<tr>
<th>AGREE</th>
<th>DISAGREE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dave Tassoni, Chairman</td>
<td>Dave Tassoni, Chairman</td>
</tr>
<tr>
<td>Burt Gerl</td>
<td>Burt Gerl</td>
</tr>
<tr>
<td>Dave Boomer</td>
<td>Dave Boomer</td>
</tr>
<tr>
<td>David Kelley</td>
<td>David Kelley</td>
</tr>
<tr>
<td>Jim Webster</td>
<td>Jim Webster</td>
</tr>
</tbody>
</table>

The above and foregoing Resolution was adopted by the County Board of the County of Winnebago, Illinois this _____ day of ____________, 2019.

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

ATTEST:

Lori Gummow, Clerk of the
County Board of the
County of Winnebago, Illinois
Resolution for Maintenance
Under the Illinois Highway Code

Resolution Number: 19-007
Resolution Type: Original
Section Number: 19-00000-00-GM

BE IT RESOLVED, by the Board of the County of
Winnebago Illinois that there is hereby appropriated the sum of $5,108,765.70
five million one hundred and eight thousand seven-hundred sixty five and .70 Dollars ($5,108,765.70)
of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from
04/01/19 to 03/31/20.

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that the County of Winnebago shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

______________________________
Lori Gummow
Name of Clerk

______________________________
County Clerk in and for said County

______________________________
of Winnebago in the State of Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the

Board of Winnebago at a meeting held on 03/28/19.

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this day of Month, Year

(SEAL)

______________________________
Clerk Signature

APPROVED

______________________________
Regional Engineer
Department of Transportation

______________________________
Date

Printed 03/22/19
BLR 14220 (Rev. 02/08/19)
NEW BUSINESS
BOARD

APPOINTMENTS
Executive Summary
Date: March 25, 2019
From: County Board Chairman Frank Haney
Topic: Board Appointment

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.

Danielle Potter of Rockford, Illinois, to serve a 5-year term from March 2019 –February 2024 on the Winnebago County Housing Authority

<table>
<thead>
<tr>
<th>About the Winnebago County Housing Authority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location: 3617 Delaware Street, Rockford, IL 61102</td>
</tr>
<tr>
<td>Service Description: Provide housing assistance to areas outside of the City of Rockford. Provides housing assistance vouchers for qualified individuals.</td>
</tr>
<tr>
<td>Board Composition: Seven commissions appointed by the Winnebago County Board Chairman with the advice and consent of the County Board</td>
</tr>
<tr>
<td>Compensation: N/A</td>
</tr>
<tr>
<td>Origin of Entity: Housing Authority Act (310 ILCS 10/3)</td>
</tr>
<tr>
<td>Property Tax/Funding: HUD Funding, Housing choice vouchers</td>
</tr>
<tr>
<td>Consolidation/Dissolution Plans: If applicable</td>
</tr>
</tbody>
</table>