

**AGENDA**  
**FINANCE AND AUDIT COMMITTEE**  
**TUESDAY, NOVEMBER 22, 2011 – 9:30 A.M.**  
**McHenry County Government Center – Administration Building**  
**667 Ware Road – County Board Conference Room**  
**Woodstock, IL 60098**

- 1.0 Call to Order
- 2.0 Minute Approval (Joint Meeting-Sept. 20, 2011) (Nov. 8, 2011)
- 3.0 Public Comment
- 4.0 Presentation
- 5.0 New Business
  - 5.05 Resolution Authorizing an Annual Maintenance and Support Contract with Hyland Software for the OnBase Document Imaging System
  - 5.10 Resolution Authorizing the Renewal of the IFMS Performance Series Accounting Software Maintenance Contract with Cogsdale Holdings for Fiscal Year 2012
  - 5.15 Resolution Authorizing Renewal of a Multi-Function Peripheral Service and Supply Maintenance Contract with Stan's Office Technologies
  - 5.20 Resolution Authorizing a Telephone Switch Maintenance Agreement with MAC Source Communications Inc. for Fiscal Year 2012
  - 5.25 Resolution Authorizing a Contract with RKON Technologies for Websense Enterprise Internet Access Support
  - 5.30 Resolution Authorizing an XenApp Platinum Edition Software Maintenance Contract with Citrix Systems
  - 5.35 Resolution Authorizing the Issuance of a Call Notice Letter for the Maturities of Debt Certificates, Series 2003B Dated December 1, 2003 of the County of McHenry, Illinois
  - 5.40 Resolution Authorizing the Purchase of a Fuel Tank Gauge and Monitoring System for the McHenry County Sheriff's Garage and a Budget Line Item Transfer in the Fiscal Year 2011 Risk Management Budget
  - 5.45 Resolution Authorizing the Purchase of Two Tahoe's and Seven Police Pursuit Vehicles from the General Fund Non-Departmental Fiscal Year 2011 Budget
  - 5.50 Resolution Authorizing a Budget Line Item Transfer in the General Fund Non-Departmental Fiscal Year 2011 Budget
  - 5.55 Discussion on the East Courthouse Entrance Door Security System
- 6.0 Old Business
- 7.0 Reports to Committee, as applicable
  - 7.05 Auditor's Report
  - 7.10 Contingency Reports
  - 7.15 Economic Development Corporation
  - 7.20 Convention & Visitors Bureau
- 8.0 Future Topics
- 9.0 Executive Session (personnel)
- 10.0 Adjournment

**JOINT  
FINANCE AND AUDIT  
AND  
LAW AND JUSTICE COMMITTEE  
McHenry County Administration Building  
667 Ware Road, Woodstock, IL 60098**

**MINUTES OF TUESDAY, SEPTEMBER 20, 2011:**

Finance and Audit Chairman Breeden called the Joint Committee meeting to order at 6:01 p.m. The following members were present: Finance and Audit Committee: Scott Breeden, Chairman; Bob Bless; Mary Donner; John Hammerand; James Heisler; Tina Hill; and Mary McCann. Law and Justice Committee: Nick Provenzano, Chairman; Bob Bless; Randy Donley; Sue Draffkorn; James Heisler; John Jung; and Bob Nowak. Also in attendance: County Board Chairman, Ken Koehler; Peter Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; John Labaj, Deputy County Administrator; Ersel Schuster, County Board; Jim Sotos and Terry Ekl.

<u>Finance and Audit Committee</u>		<u>Law and Justice Committee</u>	
Scott Breeden, Chairman		Nick Provenzano, Chairman	
Bob Bless	Mary L. Donner	Bob Bless	Randy Donley
John Hammerand	James Heisler	Sue Draffkorn	James Heisler
Tina Hill	Mary McCann	John Jung	Bob Nowak

PUBLIC COMMENT: None.

EXECUTIVE SESSION: Mr. Jung made a motion, seconded by Mr. Heisler, to enter into executive session at 6:01 p.m. to discuss probable or imminent litigation. The motion carried with all members present voting aye on a roll call vote (Breedden, Bless, Donner, Hammerand, Heisler, Hill, McCann, Provenzano, Donley, Draffkorn, Jung and Nowak). Mr. Koehler, Mr. Austin, Mr. Sarbaugh, Mr. Labaj, Ms. Schuster, Mr. Sotos and Mr. Ekl were present during executive session.

Mr. Jung made a motion, seconded by Mr. Heisler, to return to regular session at 6:54 p.m. The motion carried with all members present voting aye on a roll call vote (Breedden, Bless, Donner, Hammerand, Heisler, Hill, McCann, Provenzano, Donley, Draffkorn, Jung and Nowak). Chairman Breeden noted that no action was taken by the committee during executive session.

ADJOURNMENT:

Mr. Jung made a motion, seconded by Mr. Heisler, to adjourn the meeting at 6:54 p.m. The motion carried with all members present voting aye on a voice vote.

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**RECOMMENDED FOR BOARD ACTION:**

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**FINANCE AND AUDIT COMMITTEE**  
**McHenry County Government Center – Administration Building**  
**667 Ware Road**  
**Woodstock IL 60098**

MINUTES OF TUESDAY, NOVEMBER 8, 2011

Mr. Breeden, Chairman called the meeting to order at 9:30 a.m. The following Committee members were present: Scott Breeden; John Hammerand; Jim Heisler; Mary Donner; Bob Bless; Mary McCann and Tina Hill. Also in attendance: Pete Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator-Finance; John Labaj, Deputy County Administrator; Chairman Ken Koehler, Nick Provenzano, Ersel Schuster, County Board Members; Darrell Moore, Planning and Development; Cassandra McKinney, Water Resource Manager; Adam Lehmann, Assistant to the County Administrator; Dan Wallis, Court Administrator; Phil Dailing, Court Services; Judge Michael Sullivan; Tom Annarella, Valley Hi; Pam Palmer, Auditor; Pam Cumpata, EDC; Jeff Young, Division of Transportation; Eric Anderson, Harris Bank, BMO-Capital Markets; interested public and the press.

Scott Breeden, Chairman	
Bob Bless	Mary L. Donner
John Hammerand	James Heisler
Tina Hill	Mary McCann

MINUTES

Committee members reviewed the committee minutes of October 17, 2011 and October 25, 2011. Ms. Hill made a motion, seconded by Ms. McCann to recommend approval of the above minutes as presented. The motion carried with all members present voting aye on a voice vote.

PUBLIC COMMENT

None.

PRESENTATION

*Review of County Debt:* Mr. Eric Anderson, Mr. Ralph Sarbaugh and Mr. Pete Austin joined committee members to review options to be considered for the future. The FY2012 budget is done. No decisions are needed for the options being presented today. This presentation will set the table for future considerations.

The Financial Model is a tool that has been used by the County for at least a decade. This has been the key to the building of the financial success seen by this County today. The success we have also helps to be proactive in the future. The model continues to be the County's tool to make a financial decision.

Mr. Austin informed committee members that he found a model, dated May 2008 that shows that the County's finances were not out of control. This model shows the variables and when they saw these variables slide they were able to respond and delay some of the projects.

The current model shows the reserves sliding down. This model will be updated when 2011 has finished. Mr. Sarbaugh noted that if you review the projections, you can see these projections were hit, though this occurred one year earlier than expected. At the end of December, beginning of January, the Board will be able to see an updated model that takes the current economic conditions into consideration.

Mr. Sarbaugh stated that while building the model there were a few assumptions used. Projecting for 2012, \$1 million will be placed in the reserves. The information Mr. Anderson will present will be slightly different. Mr. Sarbaugh noted that he included taking \$750,000 out of the reserve to pay for the branch court. He stated that he is being conservative on this issue.

He has included \$1 million for the Business Continuity Program. They are working on a location for continued service in case of emergencies. He has included \$200,000 for Agenda Management and \$1.5 million dollars for a possible expansion to the County's future campus plan. He informed committee members that they have been approached by staff about the possible purchase of property on Russel Court. If all of the above is approved, the County will end the year with a 6.41 month reserve. He stated if the Integrated Justice Software is approved, there is an assumption that the annual maintenance cost of \$150,000 would come from the reserve as well. Broadband services are also being discussed at a cost of approximately \$350,000. This is a guess of what the County's contribution costs will be for this project. They do have a significant study that has been completed by NIU that stated it will cost millions to connect all the County facilities. Mr. Sarbaugh noted that these amounts are just an earmark for some of the reserve.

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Committee members were informed that the Sheriff has also requested for the past seven years, a security fence to be placed around the gun range. The County would also like to purchase some of the property adjacent to this property. Committee members questioned Mr. Labaj on the risks at the facility. He responded that as more development occurs in this area it could become more of a concern.

Mr. Sarbaugh stated in 2015, he added an additional \$1 million dollars to the reserve. He reminded committee members that the County has accounting software that has been used since 1996. At that time it cost the County \$6 million dollars to install. New accounting software may be needed in the near future. They have also pushed out the first debt service payment for a public safety building. This has been pushed out the last few years. It has been included as part of the County's capital program and by 2015 the County would be down to a 5.2 month cash reserve.

Ms. Hill stated that this information needs to be included as part of the Strategic Planning Session so the County Board Members can buy into these assumptions as well.

Mr. Austin stated that he is excited about reconnecting with the Board Members on the future of the County. With the Courthouse space analysis being done it will help with this planning process. Chairman Breeden stated that this information show what the County is doing with the reserves and highlights the County's obligation with the reserves.

It was noted that Mr. Anderson presented a different model at the previous meeting. There were questions asked in terms of the Judicial Center and Build Out Debt. They asked if these items should be paid out early since the investing rate is lower than it ever has been. At the end of FY2011, there should be approximately \$48,455,000 in the General Fund.

Committee members were reminded that Moody's did not move the County to a AAA rating until the County had four consecutive years with a six (6) month reserve. McHenry County is the only county in the United States with a AAA rating that pays its debts exclusively with its operating funds. With a 100% payout of these two debt certificates, the county will end up with a 5.7 month reserve.

Committee members were reminded that there is a Capital Project List that has not been adopted by the County Board which includes some midpoint estimates. There is approximately \$7.3 million dollars of capital projects that need to be considered. The annual investment of the Integrated Justice project has not been included in the projections.

Committee members reviewed what the impact to the budget would be with the drawdown of the reserves. This analysis is if there is a 100% payment for the A's and C's debt certificates and the County ends up paying for a capital project the result is a decline of the fund balance which could result in the County being below a five (5) month reserve. The County needs to be concerned with its rating at this point.

Another matter the committee needs to consider is that we are unsure where the legislators are heading on HB3793. This bill states that if you have a negative EAV, the County would not be entitled to extend the CPI. If there is a 2% CPI over the next couple of years, this would result in \$2.2 million dollars less to the levy fund. Over three years this would amount to \$4.7 million dollars lost. The County can adjust the levy's but the \$4.7 million dollar impact is real.

Chairman Breeden questioned if the five month reserve is valid. Should we as a county maintain a 6 month cash reserve since we don't know what the future rate will be? Should we maintain cash and maintain projects through the debt? Chairman Breeden stated based on the information reviewed he believes that the County should retain as much cash as it can.

Ms. Donner stated that she could not find any banker or economist that is recommending that we should pay off debt right now. She questioned if it would be better to borrow money at this time since the rate is lower. Committee members were informed that the bond rate is currently at .65% and in ten (10) years this will go up to 2.95%

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Mr. Bless stated that it may be prudent to buy down some of the debt as discussed and then finance some of the capital projects because of both the bargain costs for property and the rates to finance this expense. He stated it may be wise to look at purchases now because of where we stand with the County budget.

Mr. Austin stated that a decision will be needed on when to retire the debt of Valley Hi. The balance of these questions can be decided at a later date. The County Board can make these decisions when they feel more comfortable. This would allow time to provide a complete picture of the financial model for the County. It was suggested that this be done in December or January. They have some good ideas to kick around and committee members were asked to provide information to the County Board members to discuss this issue further at the next committee meeting.

It was suggested that this be done during the Strategic Planning session. There needs to be a decision by the whole County Board on whether some additional debt gets paid off. They all need to be on the same page for these financial decisions. There is also a question of whether the '03 debt should be refinanced at a lower rate. Mr. Austin stated that if they decide to refinance this debt, this is a decision to not pay off this debt.

It was suggested that staff bring forward three options for consideration. It was questioned if an additional meeting should be held by this committee on this issue prior to holding the Strategic Planning Session. It was stated there should be a consensus on this issue prior to holding the Strategic Planning Session. It was also stated that they need, in writing, exactly what is being considered. Committee members stated that they need to review the capital plan and hold a discussion on what projects and items to plan for in the future.

Committee members questioned what the time frame would be for the refinance. Mr. Anderson stated that he has already constructed these documents. He stated this is part of the annual process so the documents could be completed within 30 days. They questioned what the service fee would be. They were informed that the cost is 1.5%. Committee members thanked Mr. Anderson for attending today's meeting.

### NEW BUSINESS

Chairman Breeden informed committee members that he is pulling item number 5.02 and will discuss this at the end of the agenda as this item could take additional time to discuss.

*Resolution Authorizing Entering into a Contract with SourceHOV for Scanning, Microfilming and Destruction of Divorce Case Files Held by the Circuit Clerk's Office:* Ms. Hill made a motion, seconded by Mr. Bless recommending approval of the above Resolution as presented. Committee members were informed that the Circuit Clerks office has a large volume of older court files that cannot be destroyed due to Illinois Supreme Court requirements. These records must be microfilmed prior to destruction. These older divorce files are the most frequently requested court files from the Archive facility. The office would like to scan and microfilm these files that predate the Circuit Clerk's 20+ years of document imaging. The vendor would convert these files to microfilm and will handle the destruction of these records after they have received the necessary Supreme Court approval. The motion carried with all members present voting aye on a roll call vote. (Bless, Donner, Hammerand, Heisler, Hill, McCann, Breeden)

Committee members requested the next two Resolutions be considered at the same time since they are both regarding Workers' Compensation Claim Settlements.

*Resolution Authorizing Workers' Compensation Claim Settlement No. 10-3210-15 and Resolution Authorizing Workers' Compensation Claim Settlement Numbers 07-8200-03 and 09-8200-02:* Ms. Hill made a motion, seconded by Ms. McCann to recommend approval of the above Resolutions as presented. Chairman Breeden informed committee members while attending the EDC dinner the President for Caterpillar Industries pointed out that Workers Compensation Claims in Illinois are seven times more expensive to settle than in Indiana. Committee members stated that something needs to be done in this State. Mr. Labaj stated that since the reform legislation passed, it will take two years to see if the changes made will help. He stated that two of the changes made is that a providers network can be used and they can now rely on doctor and medical information as part of the settlement amounts. They can ask, did they really lose 25% use of their hand. He reported that he has good news for the committee. They are at the end of their claims year for Workers' Compensation. They had estimated the County would pay out \$383,000 in claims for FY2011. They ended the year paying out \$289,000. They are

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under an 8 year average for settlements. They currently have twenty-two (22) active claims. Six (6) of these claims are being handled in-house. Of the sixteen remaining claims, they are contesting five of the claims. This means that there are only 11 remaining claims going into next year. That is a historic low for claims as far as the case load goes, for this county. We are in the best shape than we have been for years. Committee members suggested that we hire an outside firm to review the type of claims that we have to see if there is any areas that could be improved.

Committee members stated that they had heard that during the reform discussions that all of the arbitrators were dismissed. Mr. Labaj stated that was true but, all but three of the arbitrators were reappointed. Seven arbitrators currently have outstanding workers' compensations claims as well. There is a special process that now needs to be completed if an arbitrator should file a claim. There is also a rotation schedule that the arbitrators must follow so the same arbitrator is now reviewing the same claim.

The motion carried with all members present voting aye on a roll call vote (Bless, Donner, Hammerand, Heisler, Hill, McCann, Breeden)

*Resolution Authorizing Transactions for the Delinquent Tax Program:* Mr. Bless made a motion, seconded by Ms. Donner recommending approval of the above Resolution as presented. Mr. Hammerand questioned the properties listed for the MCCD. He requested that Mr. Labaj check on these parcels to find out why they are listed on the delinquent list. Mr. Labaj stated that he reviewed these last year for Mr. Hammerand and he believes these are remnant properties that the MCCD does not want. These are very small parcels that they cannot use. Mr. Labaj stated he would check on this for Mr. Hammerand and report back to the committee. The motion carried with all members present voting aye on a roll call vote. (Bless, Donner, Hammerand, Heisler, Hill, McCann, Breeden)

*Resolution Authorizing Acceptance of a Technical Assistance Grant from the Chicago Metropolitan Agency for Planning, a Contract with Camiros, Ltd for Developing a Neighborhood Subarea Plan, and an Emergency Appropriation to the FY2011 Planning and Development Budget:* Ms. Hill made a motion, seconded by Ms. McCann made a second recommending approval of the above Resolution as presented. Ms. Hill informed the committee members that this Resolution was passed by the Planning and Development Committee. The motion carried with all members present voting aye on a roll call vote (Bless, Donner, Hammerand, Heisler, Hill, McCann, Breeden)

Committee members requested that the next two Resolutions be considered at the same time since it involves the same project.

*Resolution Approving a Construction Engineering Services Agreement for the Illinois Route 31 at Virginia Road and Klasen Road Project and Resolution Approving an Intergovernmental Agreement with the State of Illinois for the Construction Engineering and Construction of the Illinois Route 31 at Virginia Road and Klasen Road Project:* Ms. Hill made a motion, seconded by Ms. Donner to recommend approval of the above Resolutions as presented. The motion carried with all members present voting aye on a roll call vote (Bless, Donner, Hammerand, Heisler, Hill, McCann, Breeden)

*Resolution Authorizing the Designation of the Office of the State's Attorneys Appellate Prosecutor:* Mr. Bless made a motion, seconded by Ms. Hill recommending approval of the above Resolution as presented. Committee members were informed this is an annual renewal for this process. The motion carried with all members present voting aye on a roll call vote. (Bless, Donner, Hammerand, Heisler, Hill, McCann, Breeden)

*Resolution Authorizing the Acceptance of a Bureau of Justice (BJA) Drug Court Implementation Grant and a Budget Adjustment to the Fiscal year 2012 Special Courts Budget:* Mr. Bless made a motion, seconded by Ms. Hill recommending approval of the above Resolution as presented. Committee members were informed that this grant is to be used to implement the Drug Court Program in the County. They are mandated to provide this court. The grant requires a match. Mr. Block's salary will satisfy this requirement. The grant will be paid over a three year period. The motion carried with all members present voting aye on a roll call vote (Bless, Donner, Hammerand, Heisler, Hill, McCann, Breeden)

*Resolution Authorizing Budget Line Item Transfers in the Law Library Fiscal Year 2011 Budget:* Mr. Bless made a motion, seconded by Ms. McCann recommending approval of the above Resolution as presented. The motion

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carried with all members present voting aye on a roll call vote. (Bless, Donner, Hammerand, Heisler, Hill, McCann, Breeden)

*Ordinance Setting Juror Pay and Mileage Reimbursement Rate:* Mr. Bless made a motion, seconded by Ms. Hill recommending approval of the above Resolution as presented. Mr. Wallis stated that over the past three years, the amount paid in per diem rates and mileage has increased steadily to more than \$280,000 per year. The 22<sup>nd</sup> Judicial Circuit is committed to the efficient use of jurors and have taken steps to lessen the number of jurors summoned and have decreased the days that jury trials are scheduled to start. This ordinance has not been updated since 1997. Ms. Hill questioned why they are making changes as it seems it would cost more staff time than what it costs to pay for the jurors. They were informed that they are trying to stream line the efficiencies in the office. They are making the changes as allowed by Statute. Committee members requested that this information be shared with the Management Services Committee. The motion carried with all members present voting aye on a roll call vote. (Bless, Donner, Hammerand, Heisler, Hill, McCann, Breeden)

*Resolution Authorizing a Budget Line Item Transfer in the Emergency Management Agency's FY2011 Budget:* Mr. Bless made a motion, seconded by Ms. Hill recommending approval of the above Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Bless, Donner, Hammerand, Heisler, Hill, McCann, Breeden)

*Resolution Authorizing the Purchase of Television/Satellite Equipment and a Budget Line Item Transfer in the Valley Hi Nursing Home FY2011 Budget:* Mr. Heisler made a motion, seconded by Ms. Hill recommending approval of the above Resolution as presented. Mr. Annarella stated that this will give the Nursing Home the ability to broadcast their own movies. The motion carried with all members present voting aye on a roll call vote (Bless, Donner, Hammerand, Heisler, Hill, McCann, Breeden)

*Resolution Authorizing the Redemption of the 2003B Debt Certificates (Valley Hi Nursing Home Facility) in January 2012 (not in packet):* Mr. Bless made a motion, seconded by Ms. McCann recommending approval of the above Resolution as presented. Committee members were informed that this item will be pulled for consideration at the next committee meeting. This item was tabled for discussion until the next committee meeting.

*Resolution Authorizing Nunc Pro Tunc a Joint Agreement with the U.S. Department of the Interior/U.S. Geological Survey for Water Resources Investigations and an Emergency Appropriation to the Fiscal Year 2011 Ground Water Resource Division Budget:* Ms. Hill made a motion, seconded by Ms. McCann recommending approval of the above Resolution as presented. Ms. McKinney stated that this will allow funding for the management of the wells. They will also download the data from the wells and review the information for accuracy. Ms. McKinney informed committee members that there will be a presentation on this tomorrow for those interested in attending. The motion carried with all members present voting aye on a roll call vote (Bless, Donner, Hammerand, Heisler, Hill, McCann, Breeden)

*Resolution Identifying Work Contracts to Installment Purchase Agreements (not in packet):* Committee members reviewed a Resolution Identifying Work Contracts to Installment Purchase Agreements that was not included in the committee packet. Mr. Bless made a motion, seconded by Ms. Hill recommending approval of the above Resolution as presented. Mr. Sarbaugh stated that this Resolution closes out the '08 debt certificates that were used for the purchase of the Klehm and Cardinal Bank properties. The motion carried with all members present voting aye on a roll call vote (Bless, Donner, Hammerand, Heisler, Hill, McCann, Breeden)

Mr. Sarbaugh informed committee members that he needs permission to pay for any invoices that may come in for payment during this last part of the year. He stated that Court Administration received an invoice for payment for an expert witness. His budget does not have enough funds to cover this expense. County Administration can only approve payments up to \$10,000. This is an invoice for \$12,250, which would be paid for from the contingency fund. He stated if not, this would require a resolution, with an emergency appropriation to pay for this invoice. The consensus of the committee was to go ahead and pay the invoice.

*Resolution Authorizing a Contract with New Dawn Technologies, Inc. for Justware Case Management Software and an Emergency Appropriation to the Non-Departmental Fiscal Year 2011 Budget:* Ms. Hill made a motion, seconded by Ms. Donner recommending approval of the above Resolution as presented. Chairman Breeden  
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stated that he was concern one week ago, when this item was being reviewed at the COW. Hours have been spent reviewing and discussing this project, especially payment payouts. He stated he was happy to see they have included deliverables that must be met before payments can be made. Chairman Breeden stated that he has reviewed the contract and all of his reservations have been addressed. He stated that he now feels comfortable to move this item forward and feels they will be able to meet their expectations as outlined in the contract.

It is important to know that the County is entering new territory for integrated justice. All safeguards have been put into place.

The Law and Justice Committee reviewed this project thoroughly. When they did not think their questions were being answered appropriately they sent the project back for continued review. They knew if their questions were not answered they would not be answered for the County Board either. They placed a requirement on this project to make sure all of the issues were well thought out and they reviewed what the long term costs of the program would be.

The Governance Committee prioritized the project and costs against the twenty different projects. They provided an adequate level of detail and have a road map, with the terms and costs, for the program. This project moves in the right direction, which is much different from the previous project. It was stated that in the future, more decisions need to be made at the committee level.

Ms. Hill voiced concern as there seems to be a great diversity of opinion and there is no credence being given to the committee process. Transparency happens at the committee level too. Ms. Hill stated she feels this issue has been discussed enough.

Committee members voiced concern with the process as well. A presentation was provided the first Monday of the month at the Law and Justice Committee meeting. The County Board members had four (4) weeks before the COW meeting in order to bring questions forward. These members had plenty of time to bring forward their concerns. Chairman Breeden stated that he also stated that any questions or concerns on this issue should be brought to him as well. Not one question or concern was received. On the previous contract the County Board had no authority to over ride the project of an elected official. Their role was for over site. The earlier project did not use any General Fund money, this project does. Committee members were reminded to look what happened in Kane County when their Clerk went off on her own and bought a product that does not work.

The Circuit Clerk's system is up and running. It is being maintained and is running well. It is currently a state of the art system. There were some project issues but, McHenry County now has one of the best systems out there. Committee members were told about a recent conversation that was held with a law enforcement officer. He had stated that the differences between the systems from Kane and McHenry County is like night and day.

The motion carried with a majority of members present voting aye on a roll call vote (Bless, Donner, Heisler, Hill, McCann, Breeden) nay (Hammerand)

### OLD BUSINESS

None.

### REPORTS TO COMMITTEE, AS APPLICABLE

*Auditor's Report:* None

*Contingency Report:* None.

Mr. Sarbaugh reminded committee members that the only budget adjustment he currently aware of is for the drug grant. He stated that in the rare event that any amendments will be made on the floor to let him know, if possible. Chairman Koehler stated that the biggest problem is when they start making amendments on the amendments.

Ms. McCann asked if on the reserve report they could change the wording where they say there is a \$1 million dollar surplus. She stated that this is just recognizing that they are not spending these funds if they don't have to. She stated that this is really a savings and not a surplus.

FUTURE TOPICS

Committee members again requested an update on the labor negotiations for the County.

EXECUTIVE SESSION

None

ADJOURNMENT

Noting no further business, Ms. Hill made a motion, seconded by Mr. Hammerand to adjourn the meeting 11:15a.m. The motion carried with all ayes on a voice vote.

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**RECOMMENDED FOR BOARD/COMMITTEE ACTION:**

- Resolution Authorizing Entering Into a Contract with SourceHOV for Scanning, Microfilming and Destruction of Divorce Case Files Held by the Circuit Clerk's Office
- Resolution Authorizing Workers' Compensation Claim Settlement No. 10-3210-15
- Resolution Authorizing Workers' Compensation Claim Settlement Numbers 07-8200-03 and 09-8200-02
- Resolution Authorizing Monthly Transactions for the Delinquent Tax Program
- Resolution Authorizing Acceptance of a Technical Assistance Grant from the Chicago Metropolitan Agency for Planning, a Contract with Camiros, Ltd for Development a Neighborhood Subarea Plan, and an Emergency Appropriation to the FY2011 Planning and Development Budget
- Resolution Approving a Construction Engineering Services Agreement for the Illinois Route 31 at Virginia Road and Klasen Road Project
- Resolution Approving an Intergovernmental Agreement with the State of Illinois for Construction Engineering and Construction of the Illinois Route 31 at Virginia Road and Klasen Road Project
- Resolution Authorizing the Designation of the Office of the State's Attorneys Appellate Prosecutor
- Resolution Authorizing the Acceptance of a Bureau of Justice (BJA) Drug Court Implementation Grant and a Budget Adjustment to the Fiscal Year 2012 Special Courts Budget
- Resolution Authorizing a Budget Line Item Transfers in the Law Library Fiscal Year 2011 Budget
- Ordinance Setting Juror Pay and Mileage Reimbursement Rate
- Resolution Authorizing a Budget Line Item Transfer in the Emergency Management Agency's FY2011 Budget
- Resolution Authorizing the Purchase of Television/Satellite Equipment and a Budget Line Item Transfer in the Valley Hi Nursing Home FY2011 Budget
- Resolution Authorizing Nunc Pro Tunc a Joint Agreement with the U.S. Department of the Interior/U.S. Geological Survey for Water Resources Investigations and an Emergency Appropriation to the Fiscal Year 2011 Ground Water Resource Division Budget
- Resolution Identifying Work Contracts to Installment Purchase Agreements
- Resolution Authorizing a Contract with New Dawn Technologies, Inc. for Justware Case Management Software and an Emergency Appropriation to the Non-Departmental Fiscal Year 2011 Budget

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## RESOLUTION

### AUTHORIZING AN ANNUAL MAINTENANCE & SUPPORT CONTRACT WITH HYLAND SOFTWARE FOR THE ONBASE DOCUMENT IMAGING SYSTEM

**WHEREAS**, the County operates Hyland OnBase software on a daily basis for its County wide enterprise document management system; and

**WHEREAS**, this Hyland Maintenance covers the period of January 1, 2012 through December 31, 2012; and

**WHEREAS**, Hyland Software, 28500 Clemens Road, Westlake, OH 44145 is the vendor; and

**WHEREAS**, the Maintenance & Support renewal will impact the Information Technology FY12 budget OCA 200005-4321 (Information Technology – Computer Program Maintenance) in the amount of \$44,538.00, and the Clerk of the Circuit Court's FY12 budget OCA 410105-4321 (Document Storage Fund – Computer Program Maintenance) in the amount of \$11,607.00 for a total county cost not to exceed \$56,145.00; and

**WHEREAS**, this annual Hyland Maintenance & Support Resolution has been recommended by the Management Services and Finance & Audit Committees.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois that the Chairman of the Board is hereby authorized to execute the necessary documentation to enter into a contract with Hyland Software for OnBase Software support services at a total cost not to exceed \$56,145.00, of which \$44,538.00 has been budgeted for in the Information Technology fiscal year 2012 budget under OCA 200005-4321 (Information Technology – Computer Program Maintenance) and \$11,607.00 in the Clerk of the Circuit Court's fiscal year 2012 budget under OCA 410105-4321 (Document Storage Fund – Computer Program Maintenance); and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Auditor; the County Administrator; the Associate County Administrator - Finance; the Information Technology Director; the Clerk of the Circuit Court; and the Director of Purchasing.

**DATED** at Woodstock, Illinois this 6th day of December, A.D., 2011.

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KENNETH D. KOEHLER, Chairman  
McHenry County Board

ATTEST:

---

KATHERINE C. SCHULTZ  
McHenry County Clerk



## INFORMATION TECHNOLOGY DEPARTMENT

McHENRY COUNTY GOVERNMENT CENTER  
2200 NORTH SEMINARY AVENUE  
WOODSTOCK IL 60098  
815-334-4138 FAX 815-334-4651

### COVER MEMORANDUM

TO: Ersel Schuster, Chairman  
Management Services Committee

FROM: Tom Sullivan, Director  
Information Technology Department

DATE: November 14, 2011

SUBJECT: Hyland OnBase FY12 Maintenance & Support Renewal

---

#### **Board/Committee Action Requested:**

Approve Annual Hyland OnBase FY12 Maintenance & Support Resolution.

#### **Background:**

The County has been operating Hyland's OnBase document management system for the last ten years. This support contract needs to be renewed to maintain our current level of support.

#### **Discussion:**

OnBase is enterprise content management software that combines integrated document management, business process management and records management in a single application. This maintenance support agreement enables access to telephone and web support, as well as software version upgrades..

#### **Impact on Human Resources:**

N/A

#### **Impact on Budget (Revenue; Expenses, Fringe Benefits):**

This maintenance agreement will impact the Information Technolgy FY2012 Budget OCA 200005-4321 of \$44,538, and the Circuit Clerk FY2011 Budget OCA 410105-4321 of \$11,607 for a total cost not to exceed \$56,145.00.

#### **Impact on Capital Expenditures:**

N/A

#### **Impact on Physical Space:**

N/A

**Impact on Other County Departments or Outside Agencies:**

N/A

**Conformity to Board Ordinances and Policies:**

N/A

**Attachments/Appendices:**

N/A

Cc: Peter Austin

**RESOLUTION**

**AUTHORIZING THE RENEWAL OF THE IFMS PERFORMANCE SERIES ACCOUNTING SOFTWARE MAINTENANCE CONTRACT WITH COGSDALE HOLDINGS FOR FISCAL YEAR 2012**

**WHEREAS**, the County has an annually renewable maintenance contract for the IFMS Performance Series accounting software system; and

**WHEREAS**, Performance Series maintenance support covers the period of December 1, 2011 through November 30, 2012 at a cost not to exceed \$67,937.00; and

**WHEREAS**, Cogsdale Holdings, Ltd., 1 Antares Drive, Ste. 400, Ottawa, ON K2E 8C4 is the vendor; and

**WHEREAS**, the IFMS Performance Series maintenance renewal is recommended by the Management Services and Finance and Audit Committees at a cost not to exceed \$67,937.00 in fiscal year 2012.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois that the Chairman of the Board is hereby authorized to execute the necessary documentation with Cogsdale Holdings, Ltd. to retain maintenance support on the IFMS Performance Series accounting software system at a cost not to exceed \$67,937.00 for fiscal year 2012; and

**BE IT FURTHER RESOLVED**, that said contract costs have been budgeted for in the Information Technology department's fiscal year 2012 budget under line item OCA 200005-4321 (Information Technology – Computer Software Maintenance); and

**BE IT FURTHER RESOLVED**, that the Purchasing Director is hereby authorized and directed to negotiate the final form of documentation to continue the IFMS Performance Series maintenance support; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Auditor; the County Administrator; the Associate County Administrator - Finance; the Information Technology Director; and the Director of Purchasing.

**DATED** at Woodstock, Illinois this 6th day of December, A.D., 2011.

\_\_\_\_\_  
KENNETH D. KOEHLER, Chairman  
McHenry County Board

ATTEST:

\_\_\_\_\_  
KATHERINE C. SCHULTZ  
McHenry County Clerk



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### COVER MEMORANDUM

TO: Ersel Schuster, Chairman  
Management Services Committee

FROM: Tom Sullivan, Director  
Information Technology Department

DATE: November 14, 2011

SUBJECT: Performance Series FY12 Maintenance Renewal

---

#### **Board/Committee Action Requested:**

Approve Annual Performance Series FY12 maintenance resolution.

#### **Background:**

The County has been operating the Performance Series (IFMS) system for the last fifteen years. This maintenance agreement needs to be renewed in order to maintain our current maintenance agreement with Tier.

#### **Discussion:**

The County has been operating Performance Series (IFMS) system for the past fifteen years. This maintenance agreement is necessary to maintain our current maintenance coverage for the IFMS system. We utilize Tier support on a daily to weekly basis and would not be able to function without Cogsdale, Inc., formerly known as Tier Technologies, technical support.

#### **Impact on Human Resources:**

N/A

#### **Impact on Budget (Revenue; Expenses, Fringe Benefits):**

This maintenance agreement will impact the 200005-4321 line item of the FY2012 Budget in the total amount of: \$67,937.00.

#### **Impact on Capital Expenditures:**

N/A

#### **Impact on Physical Space:**

N/A

**Impact on Other County Departments or Outside Agencies:**

N/A

**Conformity to Board Ordinances and Policies:**

N/A

**Attachments/Appendices:**

N/A

Cc: Peter Austin

## RESOLUTION

### AUTHORIZING RENEWAL OF A MULTI FUNCTION PERIPHERAL SERVICE AND SUPPLY MAINTENANCE CONTRACT WITH STAN'S OFFICE TECHNOLOGIES

**WHEREAS**, the County leases the multi function printers and copiers used on a daily basis in the operations of all departments; and

**WHEREAS**, the annual service and supply covers the period of December 1, 2011 through November 30, 2012; and

**WHEREAS**, Stan's Office Technologies, 1375 S. Eastwood Drive, Woodstock, IL 60098 is the vendor; and

**WHEREAS**, the renewal of this annual agreement is recommended by Management Services and the Finance and Audit Committees for fiscal year 2012.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois that the Chairman of the Board is hereby authorized to execute the necessary documentation to renew the annual contract agreement with Stan's Office Technologies at an annual cost of \$316,500; and

**BE IT FURTHER RESOLVED**, that said amount has been budgeted for in the Information Technology fiscal year 2012 budget under OCA 200005-4120 (Information Technology – Contractual Photocopying); and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Auditor; the County Administrator; the Associate County Administrator - Finance; the Director of Information Technology; and the Director of Purchasing.

**DATED** at Woodstock, Illinois this 6th day of December, A.D., 2011.

\_\_\_\_\_  
KENNETH D. KOEHLER, Chairman  
McHenry County Board

ATTEST:

\_\_\_\_\_  
KATHERINE C. SCHULTZ  
McHenry County Clerk



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McHENRY COUNTY GOVERNMENT CENTER  
2200 NORTH SEMINARY AVENUE  
WOODSTOCK IL 60098  
815-334-4138 FAX 815-334-4651

### COVER MEMORANDUM

TO: Ersel Schuster, Chairman  
Management Services Committee

FROM: Tom Sullivan, Director  
Information Technology Department

DATE: November 14, 2011

SUBJECT: Multi Function Peripheral Service and Supply Maintenance Renewal

---

#### **Board/Committee Action Requested:**

Approve Stan's Multi Function Peripheral Service and Supply Maintenance Renewal resolution.

#### **Background:**

The County leases the printer/copier technology utilized on a daily basis.

#### **Discussion:**

The County entered into a five year lease with Stan's on December 1, 2006, with an annual renewal subject to continuing need and availability of funds. As part of the terms to said lease, Stan's is to provide services, parts, and supplies as needed to maintain the equipment. The lease was extended by County Board resolution on June 11, 2010 through November 30, 2013. This resolution allocates funds for December 1, 2011 through November 30, 2012.

#### **Impact on Human Resources:**

N/A

#### **Impact on Budget (Revenue; Expenses, Fringe Benefits):**

This support contract will impact the Information Technology 200005-4120 line item of the FY2012 Budget in the total amount of \$316,500.00.

#### **Impact on Capital Expenditures:**

N/A

#### **Impact on Physical Space:**

N/A

**Impact on Other County Departments or Outside Agencies:**

N/A

**Conformity to Board Ordinances and Policies:**

N/A

**Attachments/Appendices:**

N/A

Cc: Peter Austin

## RESOLUTION

### AUTHORIZING A TELEPHONE SWITCH MAINTENANCE AGREEMENT WITH MAC SOURCE COMMUNICATIONS INC. FOR FISCAL YEAR 2012

**WHEREAS**, the County operates an Avaya Definity Telephone switch that services most telephone calls at the Government Center and remote facilities; and

**WHEREAS**, the County maintains an annual hardware maintenance agreement on the telephone switch as a preventive measure in the event the switch should fail; and

**WHEREAS**, the annual hardware and maintenance agreement contract is up for renewal and the Director of Information Technology is recommending to renew the contract with MAC Source Communications, Inc., 701 Erie Blvd. West, Syracuse, NY 13204 as the vendor to provide said maintenance; and

**WHEREAS**, the Management Services and Finance and Audit Committees recommend renewing this maintenance agreement on the telephone switch to prevent any down time of the system and therefore, support entering into the annual telephone switch maintenance agreement.

**NOW THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois, that the Chairman of the Board is hereby authorized to execute the necessary documentation to enter into a telephone switch maintenance agreement with MAC Source Communications, Inc. at an annual cost of \$45,216 from OCA 200005-4096 (Information Technology – Telecommunications); and

**BE IT FURTHER RESOLVED**, that said amount has been budgeted for in the fiscal year 2012 budget; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Auditor; the County Administrator; the Associate County Administrator - Finance; the Director of Information Technology; and the Director of Purchasing.

**DATED** at Woodstock, Illinois this 6th day of December, A.D., 2011.

\_\_\_\_\_  
KENNETH D. KOEHLER, Chairman  
McHenry County Board

ATTEST:

\_\_\_\_\_  
KATHERINE C. SCHULTZ  
McHenry County Clerk



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815-334-4138 FAX 815-334-4651

### COVER MEMORANDUM

TO: Ersel Schuster, Chairman  
Management Services Committee

FROM: Tom Sullivan, Director  
Information Technology Department

DATE: November 14, 2011

SUBJECT: Telephone Switch FY12 Maintenance Agreement

---

#### **Board/Committee Action Requested:**

Approve Telephone Switch FY12 Maintenance Agreement resolution.

#### **Background:**

The County has a hardware maintenance agreement with MAC Source Communications, Inc. for the telephone switch. This agreement needs to be in place order to retain our current level of support.

#### **Discussion:**

The County operates an Avaya Definity telephone switch which handles most telephone calls within the Government Center and at the remote sites. Thus, the telephone switch is crucial to conducting County business. The hardware is supported by MAC Source Communications, Inc. through an annual maintenance agreement paid on a monthly basis. The telephone switch maintenance for FY12 through MAC Source Communications, Inc. Avaya is \$3768 monthly or \$45,216 annually.

#### **Impact on Human Resources:**

N/A

#### **Impact on Budget (Revenue; Expenses, Fringe Benefits):**

The telephone switch maintenance is budgeted and will impact the 200005-4096 line item of the FY2012 IT Budget in the total amount of: \$45,216.00.

#### **Impact on Capital Expenditures:**

N/A

**Impact on Physical Space:**

N/A

**Impact on Other County Departments or Outside Agencies:**

N/A

**Conformity to Board Ordinances and Policies:**

N/A

**Attachments/Appendices:**

N/A

Cc: Peter Austin

## RESOLUTION

### AUTHORIZING A CONTRACT WITH RKON TECHNOLOGIES FOR WEBSense ENTERPRISE INTERNET ACCESS SUPPORT

**WHEREAS**, the County utilizes Websense Enterprise Internet Access Software to provide online based content filtering; and

**WHEREAS**, the Websense Enterprise Internet Access Support Contract covers the period of December 24, 2011 through December 24, 2012; and

**WHEREAS**, RKON Technologies, 820 W. Jackson, Suite 550, Chicago, IL 60607 is the vendor; and

**WHEREAS**, the Websense Enterprise Internet Access Support Contract is recommended by the Management Services, and Finance and Audit Committees.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois that the Chairman of the Board is hereby authorized to execute the necessary documentation to enter into a support contract with RKON Technologies for Websense Enterprise and Security Filtering Support at a cost of \$27,270.00 from OCA 200005-4321 (Information Technology – Computer Program Maintenance) for the period of December 24, 2011 to December 24, 2012; and

**BE IT FURTHER RESOLVED**, that the Purchasing Director is hereby authorized and directed to negotiate the final form of documentation to enter into the Websense Enterprise and Security Filtering Support Contract; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Auditor; the County Administrator; the Associate County Administrator - Finance; the Information Technology Director; and the Director of Purchasing.

**DATED** at Woodstock, Illinois this 6th day of December, A.D., 2011.

---

KENNETH D. KOEHLER, Chairman  
McHenry County Board

ATTEST:

---

KATHERINE C. SCHULTZ  
McHenry County Clerk



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815-334-4138 FAX 815-334-4651

### COVER MEMORANDUM

TO: Ersel Schuster, Chairman  
Management Services Committee

FROM: Tom Sullivan, Director  
Information Technology Department

DATE: November 14, 2011

SUBJECT: Websense Enterprise Internet Access Support Contract

---

#### **Board/Committee Action Requested:**

Approve Websense Enterprise Internet Access Support Contract resolution.

#### **Background:**

The County utilizes Websense Internet Access software on a daily basis to provide multilayered web filtering. This enables a more secure internet environment and provides the user access controls necessary for the enterprise. This support contract needs to be renewed in order to maintain our current level of support.

#### **Discussion:**

This software manages employee computing through content filtering, improves employee productivity, and limits legal liability. Security Filtering adds a higher level of protection from web-based threats by providing additional security from sites infected with spyware, phishing, keylogging, and malicious mobile code.

#### **Impact on Human Resources:**

N/A

#### **Impact on Budget (Revenue; Expenses, Fringe Benefits):**

This support contract will impact the 200005-4321 line item of the FY2012 Budget in the total amount of: \$27,270.00.

#### **Impact on Capital Expenditures:**

N/A

**Impact on Physical Space:**

N/A

**Impact on Other County Departments or Outside Agencies:**

All County Departments utilize this software on a daily basis.

**Conformity to Board Ordinances and Policies:**

N/A

**Attachments/Appendices:**

N/A

Cc: Peter Austin

## RESOLUTION

### Authorizing an XenApp Platinum Edition Software Maintenance Contract with Citrix Systems

**WHEREAS**, the County utilizes Citrix XenApp Platinum Edition to provide remote access for employees, business partners, and vendors; and

**WHEREAS**, the Citrix XenApp Platinum Edition Software Maintenance Contract covers the period of January 1, 2012 through January 1, 2013; and

**WHEREAS**, Citrix Systems, Inc., 851 West Cypress Creek Road, Fort Lauderdale, Florida, 33309 is the vendor; and

**WHEREAS**, the Citrix XenApp Platinum Edition Software Maintenance Contract is recommended by the Management Services Committee.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois, that the Chairman of the Board is hereby authorized to execute the necessary documentation to enter into a maintenance contract agreement with Citrix Systems, Inc. to provide maintenance on the Citrix XenApp Platinum Edition software utilized by the County to allow access to data stored on County computer servers at a cost not to exceed \$39,680.00; and

**BE IT FURTHER RESOLVED**, that said contract costs have been budgeted for in the Information Technology fiscal year 2012 budget under OCA 200005-4321 (Information Technology – Computer Program Maintenance); and

**BE IT FURTHER RESOLVED**, that the Purchasing Director is hereby authorized and directed to negotiate the final form of documentation to enter into the Citrix XenApp Platinum Edition Maintenance Contract; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Auditor; the County Administrator; the Associate County Administrator - Finance; the Information Technology Director; and the Director of Purchasing.

**DATED** at Woodstock, Illinois this 6th day of December, A.D., 2011.

\_\_\_\_\_  
KENNETH D. KOEHLER, Chairman  
McHenry County Board

ATTEST:

\_\_\_\_\_  
KATHERINE C. SCHULTZ  
McHenry County Clerk



## INFORMATION TECHNOLOGY DEPARTMENT

McHENRY COUNTY GOVERNMENT CENTER  
2200 NORTH SEMINARY AVENUE  
WOODSTOCK IL 60098  
815-334-4138 FAX 815-334-4651

### COVER MEMORANDUM

TO: Ersel Schuster, Chairman  
Management Services Committee

FROM: Tom Sullivan, Director  
Information Technology Department

DATE: November 14, 2011

SUBJECT: Citrix XenApp Platinum Edition Software Maintenance Renewal

---

**Board/Committee Action Requested:**

Approve Citrix XenApp Platinum Edition Software Maintenance resolution.

**Background:**

The County utilizes Citrix XenApp Platinum Edition to provide remote access for employees, business partners, and vendors. This maintenance contract needs to be renewed in order to maintain our current level of maintenance.

**Discussion:**

Citrix XenApp Platinum Edition provides the ability for remote access to County data and applications so employees, business partners, and vendors can work from virtually anywhere. There are currently four hundred plus users from all over the United States that utilize Citrix remote access on a daily basis. This maintenance renewal is necessary to maintain our remote access support capability.

**Impact on Human Resources:**

N/A

**Impact on Budget (Revenue; Expenses, Fringe Benefits):**

This maintenance contract will impact the 200005-4321 line item of the FY2012 Budget in the total amount of \$39,680.00.

**Impact on Capital Expenditures:**

N/A

**Impact on Physical Space:**

N/A

**Impact on Other County Departments or Outside Agencies:**

N/A

**Conformity to Board Ordinances and Policies:**

N/A

**Attachments/Appendices:**

N/A

Cc: Peter Austin

**R E S O L U T I O N**  
**AUTHORIZING THE ISSUANCE OF A CALL NOTICE LETTER FOR THE**  
**MATURITIES OF DEBT CERTIFICATES, SERIES 2003B DATED DECEMBER 1, 2003 OF**  
**THE COUNTY OF MCHENRY, ILLINOIS**

**WHEREAS**, in June of 2002 the County Board of McHenry County, Illinois approved Resolution R-200206-61-088 providing for and requiring the submission of the proposition to levy and collect a tax for the purpose of building, maintaining and operating a county nursing home to the voters of The County of McHenry, Illinois, at the general election held on the 5<sup>th</sup> day of November, 2002, which was approved by the voters on said date; and

**WHEREAS**, on November 18, 2003 the County Board of McHenry County, Illinois approved Ordinance Number O-200311-12-122 authorizing and providing for an Installment Purchase Agreement for the purpose of paying a part of the cost of a new County nursing home and long term care facility, and authorizing and providing for the issue of \$10,000,000 Debt Certificates, Series 2003 B, evidencing the rights to payment under such Agreement, prescribing the details of the Agreement and Certificates, and providing for the security for and means of payment under the Agreement of the Certificates; and

**WHEREAS**, with recognition that changes would be required in the operating practices of the nursing home to ensure its future viability, the County Board contracted with an outside firm to implement prudent operational and business practices that have allowed for the Enterprise Fund balance to grow to a level where the County Board is now able to call in the outstanding debt owed on the new facility, saving the citizens of McHenry County over \$2,000,000 in future interest payments; and

**WHEREAS**, it is the desire of the County Board of McHenry County, Illinois to issue a call notice letter for the maturities of Debt Certificates, Series 2003B dated December 1, 2003 of the County of McHenry, Illinois, with a cash payout on January 15, 2012 in the amount of \$8,255,000 to the Bank of New York Mellon Trust Company, Chicago, IL from the Valley Hi Nursing Home Enterprise Fund.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois that a call notice letter for the maturities of Debt Certificates, Series 2003B dated December 1, 2003 of the County of McHenry, Illinois (call notice letter attached hereto and made part of) be issued to the Corporate Trust Department of The Bank of New York Mellon Trust Company, National Association, Chicago, Illinois; and

**BE IT FURTHER RESOLVED**, that the McHenry County Treasurer is hereby authorized to sign the call notice letter and to work with County Administration to ensure the payment of \$8,255,000 from the Valley Hi Nursing Home Enterprise Fund on January 15, 2012 to the Paying Agency Account for the Redemption Payment is completed by the noted date; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Valley Hi Nursing Home Administrator; the County Treasurer; the County Auditor; the Associate County Administrator-Finance; the County Administrator and to Mr. Eric Anderson, Managing Director – Public Finance for BMO Capital Markets.

**DATED** at Woodstock, Illinois, this 6th day of December, A.D., 2011.

\_\_\_\_\_  
 KENNETH D. KOEHLER, Chairman  
 McHenry County Board

ATTEST:

\_\_\_\_\_  
 KATHERINE C. SCHULTZ, County Clerk

\_\_\_\_\_, 2011

Diane Wuertz, Trust Officer  
Corporate Trust Department  
The Bank of New York Mellon Trust Company, National Association, Chicago, Illinois  
Chicago, IL 60602

Dear Ms. Wuertz:

Please issue a call notice letter for the following maturities of Debt Certificates, Series 2003B dated December 1, 2003 of The County of McHenry, Illinois. Certificates will be called in full on January 15, 2012, paid from cash funds on hand in the County's respective Enterprise Fund..

You are hereby directed to deposit \$8,255,000.00 related to principal on January 13, 2012 into Paying Agency account \_\_\_\_\_ – County of McHenry, IL Debt Certificate Series 2003B for Redemption Payment on January 15, 2012. The deposited amount shall be held in cash invested.

Certificates to be called are inclusive of the following, and all to be called in their entirety on January 15, 2012:

January 15, 2013 Principal Amount \$685,000, rate of interest 4.250%, cusip 580815BS6  
January 15, 2014 Principal Amount \$710,000, rate of interest 3.750%, cusip 580815BT4  
January 15, 2015 Principal Amount \$740,000, rate of interest 3.875%, cusip 580815BU1  
January 15, 2016 Principal Amount \$765,000, rate of interest 4.000%, cusip 580815BV9  
January 15, 2017 Principal Amount \$800,000, rate of interest 4.050%, cusip 580815BW7  
January 15, 2018 Principal Amount \$835,000, rate of interest 4.150%, cusip 580815BX5  
January 15, 2019 Principal Amount \$870,000, rate of interest 4.150%, cusip 580815BY3  
January 15, 2020 Principal Amount \$905,000, rate of interest 4.200%, cusip 580815BZ0  
January 15, 2021 Principal Amount \$950,000, rate of interest 4.350%, cusip 580815CA4  
January 15, 2022 Principal Amount \$995,000, rate of interest 4.350%, cusip 580815CB2

Thank you for your assistance in this matter.

Sincerely,

William W. LeFew  
Treasurer and Collector  
County of McHenry, Illinois

**RESOLUTION**

**AUTHORIZING THE PURCHASE OF A FUEL TANK GAUGE AND MONITORING SYSTEM FOR THE MCHENRY COUNTY SHERIFF'S GARAGE AND A BUDGET LINE ITEM TRANSFER IN THE FISCAL YEAR 2011 RISK MANAGEMENT BUDGET**

**WHEREAS**, the McHenry County Sheriff has been made aware of the potential risk hazards identified with the current non-functional and obsolete tank gauge system which monitors the fluctuations of fuel levels in the underground storage tanks; and

**WHEREAS**, attempts have been made to fix the current non-functional outdated equipment, but because of the age of the system the manufacturer of the equipment is no longer producing the equipment or the replacement parts needed to make the system operational; and

**WHEREAS**, the McHenry County Sheriff's staff has researched and identified a new fuel tank gauge and monitoring system that can be purchased and installed at a cost of \$22,000.00, eliminating the risk of not catching underground leakage from the tanks; and

**WHEREAS**, because underground leakage is considered both a safety and environmental issue, the County's Risk Manager and County Sheriff are requesting that the purchase be made from the Risk Management fiscal year 2011 budget and that a budget line item transfer be allowed for the proper posting of the purchase.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois that authorization is hereby given to purchase a new fuel tank gauge and monitoring system at a cost of \$22,000.00 from the Risk Management's fiscal year 2011 budget; and

**BE IT FURTHER RESOLVED**, by this County Board of McHenry County, Illinois that a budget line item transfer in the amount of \$22,000.00 from OCA 180320-4006 (Risk Management – Training) to OCA 180320-6040 (Risk Management – Machinery & Equipment > \$5,000) is also hereby authorized for the purchase of said equipment from the fiscal year 2011 budget; and

**BE IT FURTHER RESOLVED** that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the Sheriff; the County Auditor; the County Treasurer; the Associate County Administrator - Finance and the County Administrator.

**DATED** at Woodstock, Illinois this 6<sup>th</sup> day of December, A.D., 2011.

\_\_\_\_\_  
Kenneth D. Koehler, Chairman  
McHenry County Board

ATTEST:

\_\_\_\_\_  
Katherine C. Schultz  
McHenry County Clerk

COVER MEMORANDUM

TO: Scott Breeden, Committee Chairman, Finance and Audit Committee  
Tina Hill, John Hammarand, Mary McCann, James Heisler, Robert Bless, Mary  
Donner.

FROM: Angela Wood-Zuzevich, Business Manager  
Sheriff's Office

SUBJECT: Resolution: Authorizing the purchase of a fuel tank monitoring system using funds out  
of the MCSO FY 11 Risk Management Budget.

---

**Board/Committee Action Requested:** Authorizing the purchase of a fuel tank monitoring system in the amount of \$22,000.00 for the MCSO/Government Center fuel tanks out of the FY 11 Risk Management Budget. Authorizing the use of the MCSO Risk Management budget to make this purchase.

**Background and Discussion:** The current system is obsolete and non-functional. On October 31, 2011 a service call was made to determine what we could do to manage the issues related to the current system. It was determined that the sensor equipment is no longer functioning and replacement parts are not available as the system is old and obsolete. It has been determined that a new fuel tank monitoring system should be installed. The Sheriff's Office has discussed this matter with Risk Management Administrator John Labaj as this is a safety/risk issue.

**Impact on Human Resources:** None

**Impact on Budget (Revenue; Expenses, Fringe Benefits):** There is no increase to the approved FY11 budget.

**Impact on Capital Expenditures:** \$22,000.00.

**Impact on Physical Space:** None

**Impact on Other County Departments or Outside Agencies:** None

**Attachments/Appendices:** None

**RESOLUTION**

**AUTHORIZING THE PURCHASE OF TWO (2) TAHOE'S AND SEVEN (7) POLICE PURSUIT VEHICLES FROM THE GENERAL FUND NON-DEPARTMENTAL FISCAL YEAR 2011 BUDGET**

**WHEREAS**, as part of the fiscal year 2011/2012 budget process, the Sheriff stated and requested budget to purchase two (2) Tahoe's and twelve (12) pursuit vehicles to replace current vehicles with high mileage for the safety of the patrol officers; and

**WHEREAS**, because the fiscal year 2012 budget projections were tight, County Administration committed to reviewing the year end 2011 budget to see if there was remaining budget available at the close of the fiscal year that could be encumbered and used towards the purchase of pursuit vehicles in fiscal year 2012; and

**WHEREAS**, it is now projected that the General Fund Non-Departmental Capital budget will have enough remaining funds in fiscal year 2011 to create a purchase order for the purchase of two (2) Tahoe's and seven (7) new pursuit vehicles to be purchased in fiscal year 2012; and

**WHEREAS**, the Sheriff and County Administration are now requesting authority to encumber \$293,851.00 from the Non-Departmental capital budget for the purchase of said vehicles.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois, that the Director of Purchasing is hereby authorized to create a purchase order for \$293,851.00 against the fiscal year 2011 non-departmental budget for two (2) new Tahoe's and seven (7) new police pursuit vehicles to be purchased off the State bid when opened for calendar year 2012; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby directed to distribute one certified copy of this resolution to the County Sheriff; the Director of Purchasing; the County Auditor; the Associate County Administrator-Finance, and the County Administrator.

**DATED** at Woodstock, Illinois, this 6th day of December, A.D., 2011.

\_\_\_\_\_  
KENNETH D. KOEHLER, Chairman  
McHenry County Board

ATTEST:

\_\_\_\_\_  
KATHERINE C. SCHULTZ, County Clerk

**R E S O L U T I O N**  
**AUTHORIZING A BUDGET LINE ITEM TRANSFER IN THE GENERAL FUND NON-DEPARTMENTAL FISCAL YEAR 2011 BUDGET**

**WHEREAS**, when County Administration kicks-off the annual budget process for the next fiscal year, it is clearly stated that departments are not to budget for worse case scenarios, eliminating the appearance of over inflating the new budget; and

**WHEREAS**, departments are also asked to complete the supplemental request form for any new budget that is required due to a mandated service, obsolete equipment, board approved operating expansion, etc. that will be required in the new budget year or within the next five years so that County Administration can plan proactively on addressing future requests; and

**WHEREAS**, with the current status of the economy, many of the current supplemental requests to replace failing equipment in the Sheriff's garage were not recommended in the fiscal year 2012 budget due to the constraints with revenue and balancing the budget; and

**WHEREAS**, County Administration made a commitment to review the current budget towards the end of the fiscal year to see if there would be remaining budget dollars available to allow for the replacement of this failing equipment, eliminating any safety concerns for the employees who operate it in their day to day functions, and any liability towards the county for unsafe equipment; and

**WHEREAS**, the set-a-side emergency fuel line item in the non-departmental budget has not been utilized in the current fiscal year and could be utilized to replace failing equipment, thus meeting the needed requests that were placed on hold in the fiscal year 2012 budget; and

**WHEREAS**, County Administration is now requesting a budget line item transfer in the amount of \$42,120.00 to allow for the purchase of a Digital/Video Recording System for 2 Interview Rooms within the Sheriff's Department (required by law to prevent claims of abuse by suspects); for a new Lift in the garage (current one is no longer stable); replacement of the Brake Lathe; and a DVD/CD Embedded PC Digital Label/Printer to prevent the loss or misplacement of secured crucial evidence.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois that a budget line item transfer of \$42,120.00 from OCA 900020-5160 (Non-Departmental – Fuel, Oil & Grease) to OCA 900020-6040 (Non-Departmental – Machinery & Equipment > \$5,000) is hereby authorized in the General Fund Non-Departmental fiscal year 2011 budget to allow for the purchase of replacement equipment; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby requested to distribute a certified copy of this Resolution to the Sheriff; the County Auditor; the Associate County Administrator-Finance; and the County Administrator.

**DATED** at Woodstock, Illinois, this 6th day of December, A.D., 2011.

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 KENNETH D. KOEHLER, Chairman  
 McHenry County Board

ATTEST:

\_\_\_\_\_  
 KATHERINE C. SCHULTZ, County Clerk

**2010-2011 FISCAL YEAR  
GENERAL FUND CONTINGENCY ACCOUNT  
STATEMENT OF ACTIVITY  
as of 11/17/11**

<b>DATE</b>	<b>FOLIO NUMBER</b>	<b>VENDOR</b>	<b>DESCRIPTION OF EXPENSE</b>	<b>AMOUNT</b>	<b>BALANCE</b>
			Beginning Balance 12/01/2010		500,000.00
12/20/10	VD268208	Vincent E Solano	Circuit Clerk - Bond Refund to Attorney	9,500.00	490,500.00
12/30/10	VC234338	Rodriguez & Sons	Judge Zopp Courtroom 361 Reconfigure Seating Benches	4,580.00	485,920.00
12/30/10	VC234343	Mayfair Carpet	Judge Zopp Courtroom 361 Carpet and Installation	6,378.00	479,542.00
01/06/11	VD268627	Menards Woodstock	Judge Zopp Courtroom 361 Materials	154.81	479,387.19
01/07/11	VD268629	Grainger	Courtroom Project - wood trim nails	6.29	479,380.90
01/13/11	VC234683	Anderson Rock River Ford	Facilities Management Ford F250 Pickup	21,767.00	457,613.90
01/20/11	ZZ200029		Encumbrance Rollover	(119,150.81)	576,764.71
01/20/11	GN200017	Anmerican Legal Publishers	Codification Services	3,960.00	572,804.71
01/21/11	DP203002	Legal Services	Investigation	56,938.81	515,865.90
01/21/11	VD268962	Legal Services	Investigation	481.25	515,384.65
01/24/11	VC234826	Wauconda Car Care	Plow for Facilities Management Pickup	4,654.00	510,730.65
03/10/11	VD270051	Legal Services	Investigation	7,131.25	503,599.40
04/13/11	CR243588	Hewlett Packard	Overpayment on Computer Monitor	(361.94)	503,961.34
04/14/11	VD270891	Legal Services	Investigation	4,200.00	499,761.34
04/21/11	VD271082	Legal Services	Investigation	743.75	499,017.59
04/21/11	VD271084	Legal Services	Investigation	20,873.00	478,144.59
05/03/11	BD201855	R-201105-90-108	Budget Increase	(250,000.00)	728,144.59
05/27/11	VD272019	Legal Services	Investigation	5,968.97	722,175.62
06/24/11	VD272667	AV Installation Technology	Boardroom Audio System Repair	85.00	722,090.62
07/11/11	DP203278	Gavers Asphalt Paving & Excavating	Demolition and Removal of old Valley Hi Building	169,585.00	552,505.62
07/28/11	VD273375	Legal Services	Investigation	306.25	552,199.37
07/28/11	VD273376	Petroliance LLC	Fuel for Generators due to storm on 7/11 (Animal Control)	367.75	551,831.62
07/28/11	VD273376	Petroliance LLC	Fuel for Generators due to storm on 7/11 (Archive Center)	442.80	551,388.82
07/28/11	DP203295	Kluber, Inc.	Treasurers Building Waterproofing Project	2,562.50	548,826.32
08/05/11	VD273571	A Direske Local Moving Inc	Health Dept. Archive Move	1,538.00	547,288.32
08/02/11	VD273572	Associated Electrical Contractors	Emergency Generator for Animal Control 7/11	426.60	546,861.72
08/25/11	VD273980	Legal Services	Investigation	175.00	546,686.72
08/26/11	VC238696	Nicor Gas	Relocation of Gas Line - Valley Hi	2,699.90	543,986.82
09/08/11	DP203316	McHenry County Federal Credit Union	Treasurers Building Waterproofing Project	1,600.00	542,386.82
09/08/11	DP203317	Carmichael Construction	Treasurers Building Waterproofing Project	93,800.00	448,586.82
09/08/11	DP203318	Brickman Group Ltd	Treasurers Bldg Waterproofing Proj-Replanting following Drainage	1,960.00	446,626.82
09/08/11	DP203319	Diebold Inc.	Treasurers Building Waterproofing Project	3,712.00	442,914.82
09/09/11	VC238856	Kluber, Inc.	Treasurers Building Waterproofing Project	1,957.50	440,957.32
09/29/11	VD274698	Mercuri Frank	Rental of Suite 210	1,000.00	439,957.32
			<b>Reconciliation to the IFMS Accounting System</b>		
			Report Ending Balance	439,957.32	
			IFMS Ending Balance	(439,957.32)	
					0.00