

# RESOLUTION

## **Resolution Rescinding a Contractor Agreement within the Community Development Division & Authorizing the Creation of One FTE Temporary CD Specialist Position within the Department of Planning & Development, Community Development Division Roster (10)**

**WHEREAS**, the Community Development Division of the McHenry County Department of Planning and Development is required to complete certain action plans, with required submission to the United States Department of Housing and Urban Development (HUD) and other funders and stakeholders; and

**WHEREAS**, the Community Development Division of the McHenry County Department of Planning and Development also develops actions plans that add value and support fundraising efforts to improve the lives of community residents; and

**WHEREAS**, in early 2022, the Community Development Division of the McHenry County Department of Planning and Development submitted a Request for Qualifications through the Purchasing Ordinance guidelines; and

**WHEREAS**, on April 19, 2022, the McHenry County Board approved Resolution R-202204-10-064 for the selection of an Independent Contractor to complete Planning and Homeless Management Information System database management on behalf of the Division; and

**WHEREAS**, in order to remain compliant with Department of Labor FLSA rules, a determination has recently been made by the Human Resources Director and the Auditor to convert the Contractor role to a Temporary Employee through the remainder of the three-year term suggested in Resolution R-202204-10-064, which is through 11:59 PM CDT on April 18, 2025; and

**WHEREAS**, this revision would result in added Salary, Illinois Municipal Retirement Fund, and Health Insurance costs of approximately \$36,000 over the remaining term, all of which would be covered through existing or future allocations made to the Community Development Division; and

**WHEREAS**, the Public Health and Community Services, Administrative Services, and the Finance & Audit Committees have reviewed the request.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois, that it hereby authorizes the cancellation of a Contract between the County of McHenry and Joseph A. Davis effective February 21, 2023; and

**BE IT FURTHER RESOLVED**, by this County Board of McHenry County, Illinois that the creation of one (1.0 FTE) Temporary Community Development Specialist (Grade 8E) be created effective February 21, 2023. With an employment offer extended to Joseph A. Davis for the time period of February 22, 2023 through April 18, 2025; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the County Administrator, the Director of Purchasing,

the Director of Planning and Development, the County Auditor, and the Community Development Administrator

**DATED** at Woodstock, Illinois, this 21st day of February, A.D., 2023.

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Michael Buehler, Chairman  
McHenry County Board

ATTEST:

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Joseph J. Tirio, County Clerk

## **RESOLUTION**

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**SUBJECT:** Resolution Rescinding a Contractor Agreement within the Community Development Division & Authorizing the Creation of One FTE Temporary CD Specialist Position within the Department of Planning & Development, Community Development Division Roster (10)

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**Board / Committee Action Requested:**

To Authorize the Rescinding of a Contract between the County and Joseph A. Davis and to Authorize one (1.0 FTE) Temporary Community Development Position from February 23, 2023-April 18, 2025.

**Background and Discussion:**

On April 19, 2022, the McHenry County Board approved a Resolution R-202204-10-064 for the selection of an Independent Contractor to complete Planning and Homeless Management Information System database management on behalf of the Division. A determination has recently been made by the Human Resources Director and the Auditor to convert the Contractor role to a Temporary Employee in order to remain compliant with Department of Labor FLSA rules.

**Impact on Human Resources:**

Compliance with Department of Labor FLSA regulations and additional temporary staff position.

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

Federal grant funding had been reserved for the Contractual Agreement. The rescinding of the Contractor Agreement and creation of a Temporary Employee position has an increase in costs to cover IMRF and healthcare anticipated to be \$36,000 which can be absorbed by the Federal grant funding.

**Impact on Capital Expenditures:**

None

**Impact on Physical Space:**

The Temporary Employee will be entirely work from home as would have been the case with the Contractual Agreement.

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

Creating the one (1.0 FTE) Temporary CD Specialist position will allow for the work that has begun under the Contractual Agreement to continue, the results of which help to ensure that future federal grants can be received and distributed throughout our Community.

**Conformity to Board Ordinances, Policies and Strategic Plan:**

The request conforms with County policies and procedures.