

# RESOLUTION - SUPERMAJORITY

## Resolution Authorizing the Acquisition of Property located at 400 Russel Court, Woodstock, Illinois and an Emergency Appropriation (18)

**WHEREAS**, in consideration of a variety of factors including the location and proximity to the County campus, current lease agreement and occupancy for the Office of Specialty Courts, suitability of additional space to support County operations and general condition of the structure, it has been determined the acquisition of 400 Russel Court, Woodstock, Illinois by the County for the appraised value of \$1,030,000 from the current owners, Courthouse Offices, LLC, is in the best interest of McHenry County; and

**WHEREAS**, this acquisition would be an eligible expenditure for American Recovery Plan Act (ARPA) funding and \$990,000 of ARPA funding has been obligated for this purpose pursuant to Resolution R202412--18-274; and

**WHEREAS**, the remaining \$40,000 will be paid from the County's capital fund and is included in the FY2025 approved budget; and

**WHEREAS**, an emergency appropriation to the Fiscal Year 2025 Budget will be required in order to properly release the funds to purchase said property; and

**WHEREAS**, this Resolution has been reviewed by the Administrative Services Committee and Finance & Audit Committee.

**NOW, THEREFORE BE IT RESOLVED**, by this County Board of McHenry County, Illinois, that the Chair of the McHenry County Board is hereby authorized to execute a purchase agreement with Courthouse Offices, LLC for the purpose of acquiring the property located at 400 Russel Court, Woodstock, Illinois in the amount of one million thirty thousand dollars (\$1,030,000.00); and

**BE IT FURTHER RESOLVED**, that an emergency appropriation in the amount of \$990,000 is also hereby authorized to the Fiscal Year 2025 Budget for the purchase of said property as follows:

Revenue:		
099100-91-90-9000-221	Utilization of Fund Balance – ARPA Fund	\$990,000
Expense:		
607600-60-90-9000-221	Property Acquisition – ARPA Fund	\$990,000

**BE IT FURTHER RESOLVED**, that the County Administrator, or his designee, and the State's Attorney's Office are hereby authorized to take the necessary actions, perform due diligence and incur incidental costs to perfect said acquisition; and

**BE IT FURTHER RESOLVED**, that the County Clerk is hereby authorized to distribute a certified copy of this Resolution to the McHenry County Auditor, McHenry County Treasurer, the Director of Facilities, Director of Procurement and Special Services; McHenry County States Attorney, Supervisor of Assessments, Chief Financial Officer, Deputy County Administrator and County Administrator.

**DATED** at Woodstock, Illinois, this 18th day of February, A.D., 2025.

Michael Buehler, Chairman  
McHenry County Board

ATTEST:

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Joseph J. Tirio, County Clerk



**RESOLUTION**

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**SUBJECT:** Resolution Authorizing the Acquisition of Property located at 400 Russel Court, Woodstock, Illinois and an Emergency Appropriation (18)

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**Board / Committee Action Requested:**

To Authorize the County Board Chair to execute a purchase agreement to acquire 400 Russel Court, Woodstock, Illinois and authorize an emergency appropriation accordingly.

**Background and Discussion:** The property commonly known as 400 Russel Court, Woodstock, Illinois, an approximately 8,000 SF single story multi-tenant office building built in 1990, is strategically located adjacent to the McHenry County Government campus. The Office of Specialty Courts (OSC) has occupied 2,440 SF within this building since 2018 with a current lease rate of \$3,156.93 / month gross (\$37,883.16 annually). Recent grant-related expansions in OSC services and the corresponding growth in staff have created the need for more office space to support the OSC operations. There are no other viable long-term options within the County’s facilities thereby leaving the most practical solution to grow within this current location.

The owner of the property, Courthouse Offices, LLC, indicated they would be willing to sell the property to the County for its appraised value of \$1,030,000. The acquisition will provide an additional 4,750 SF of office space to give the OSC room to grow along with future space to address other needs for the County.

Resolution R202412-18-274 obligated \$990,000 of remaining American Rescue Plan Act funds for property acquisition to address immediate space needs. The acquisition of 400 Russel Court, Woodstock, Illinois meets the intent of said resolution and would serve the best interests of McHenry County. The remaining \$40,000 will be provided through the FY 2025 approved capital budget.

This building is currently a multi-tenant building that is fully leased. In addition to the OSC, there are two other leases in place:

Administrative Office of Illinois Court	1,450 SF	Expires: February 2027
Prairie State Legal	3,290 SF	Expires: August 2025

Due to the proprietary nature of the lease information, the lease totals are not being reported here.

If the County Board desires to proceed with this acquisition, the appropriate next step is to authorize the County Board Chair to execute a purchase agreement accordingly. In addition, the

attached resolution authorizes the County Administrator and State's Attorney's Office to take the necessary actions, conduct the appropriate due diligence and incur expenses that would be usual and customary with a property acquisition.

**Impact on Human Resources:** The acquisition of this property will increase the general maintenance burden for the Facilities Department staff.

**Impact on Budget (Revenue; Expenses, Fringe Benefits):** This acquisition will be largely funded through ARPA with the remaining funding (\$40,000) to come out of the Capital Budget. This acquisition will create ongoing utility and maintenance costs for the County. However, on the positive side, it will terminate the current rent obligation (saving approximately \$38,000 / year) and generate short-term revenue from the other leases.

**Impact on Capital Expenditures:** The Capital Fund will be utilized to fund \$40,000 of the acquisition cost.

**Impact on Physical Space:** This will increase the physical space available to the County.

**Impact on Other County Departments or Outside Agencies:** This will add additional physical space which could be utilized to address space needs of other departments.

**Conformity to Board Ordinances, Policies and Strategic Plan:** This acquisition is an eligible use of the County's obligated ARPA funds.