



*Angela L. Hammer
Legal Director
Department of Law*

MEMORANDUM

Date: July 13, 2026

To: Ald. Kevin Frost, Chair, Finance & Personnel Committee

From: Charlotte Hoss, City Attorney

RE: Acquisition of 4100 East State Street by Rockford Public Library

Staff is recommending the approval of a plan of acquisition and renovation of 4100 East State Street by the Rockford Public Library. Section 5-1 of the Illinois Local Library Act requires the Board of Library Trustees cause a plan of such a purchase and renovation be prepared and an estimate made of the cost, which is to be submitted to the corporate authorities of the City for consideration and approval. A copy of the Library's plan and costs are included.

Description and Purpose of Building Purchase and Renovation by Rockford Public Library

In the past five years, the Rockford Public Library has seen growth in the use and demand for its Mobile Library Services. The Services bring library resources directly to district residents who lack convenient access or who are unable to visit the Library's physical locations. The Library currently operates three vehicles: the Mobile Library Bus, the Mini-Mobile Library, and the Digital Library Van, which provide these mobile library services to its patrons.

Recently, the Rockford Public Library has identified a need for better, more efficient storage of its mobile library vehicles, a larger workplace of the mobile library staff, and for storage of the collection items pertaining to mobile stops.

Accordingly, the Rockford Public Library would like to acquire a building located at 4100 E. State Street (the former Mobility Connection) and renovate it to house its mobile library buses. The location will not be open to the public. It will be used only by Library staff. In order to best utilize the building for the use of its mobile libraries, the Library plans to reconfigure the garage openings so the buses can be parked inside for loading and storage. The building would also be renovated to include the necessary office space for the support staff. The toilet rooms would be refurbished, with one toilet room upgraded to meet accessibility requirements. The roof would also be replaced.

The estimated costs of this project are attached hereto. The funding for the project will come from the Library's Fund balance and no additional funds or bond measures are anticipated to be needed fund the project. The Library Board of Trustees reviewed the purpose, cost, funding and necessity of the project on June 15, 2026 and approved purchase of the 4100 E. State St. property for this purpose.

Council Rooms, City of Rockford

Date: July 20, 2026

By Alderman Frost, on behalf of the Finance and Personnel Committee:

WHEREAS, the Board of Library Trustees has determined that the acquisition of the property at 4100 East State Street, Rockford, Illinois (the “Property”) is in the best interests of the Library for its Mobile Library Services; and

WHEREAS, upon acquisition, the building on the Property will be renovated by the Library to house its mobile library buses and provide necessary office space for support staff, along with replacing the roof and remodeling of one bathroom to meet accessibility requirements; and

WHEREAS, funding for the purchase and renovations will come from the Library’s fund balance with no additional funds or bond measures anticipated to fund the project; and

WHEREAS, Section 5-1 of the Illinois Local Library Act, 75 ILCS 5/5-1, requires that if the Board of Library Trustees determines to purchase a building or to repair, remodel or improve an existing library building, or build an addition thereto, or to furnish necessary equipment therefor, the Board of Library Trustees shall cause a plan to be prepared and an estimate to be made of the cost; and

WHEREAS, Section 5-1 of the Illinois Local Library Act further requires that such a plan be submitted to the corporate authorities of the City for their consideration and approval; and

WHEREAS, the Board of Library Trustees has presented the attached plan; and

WHEREAS, the Rockford City Council has considered and approved said plan.

THEREFORE, BE IT RESOLVED that the City Council of the City of Rockford, Illinois, has considered and hereby approves the plan of the Rockford Board of Library Trustees for the acquisition and renovation of 4100 East State Street, Rockford, Illinois, on the terms and conditions set forth in the plan.

ADOPTED by the City Council of the City of Rockford this ____ day of July, 2026.

APPROVED by the Mayor of the City of Rockford this ____ day of July, 2026.

Thomas J. McNamara, Mayor

Rockford, Illinois

Date: July 13, 2026

RECOMMENDATION FOR RESOLUTION

TO THE CITY COUNCIL OF THE CITY OF ROCKFORD:

Council Members:

The Committee on Finance and Personnel having received a request hereby begs leave to report recommending approval of a plan of acquisition of 4100 East State Street by the Rockford Board of Library Trustees. The Legal Director shall prepare the appropriate resolution.

Kevin Frost (Chair)

Chad Tuneberg (Vice chair)

Frank Beach

Dawn Granath

Jaime Salgado

Committee Action Taken:

Frost:	Ayes:___	Nays:___	Absent:___
Tuneberg:	Ayes:___	Nays:___	Absent:___
Beach:	Ayes:___	Nays:___	Absent:___
Granath:	Ayes:___	Nays:___	Absent:___
Salgado:	Ayes:___	Nays:___	Absent:___

Rockford Public Library
Purchase and Remodel of 4100 E State St
Architectural Estimates

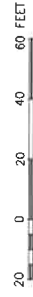
Acquisition	\$	305,000.00
Remodel	\$	945,000.00
Total	\$	1,250,000.00

Funding Source - Library Fund Balance

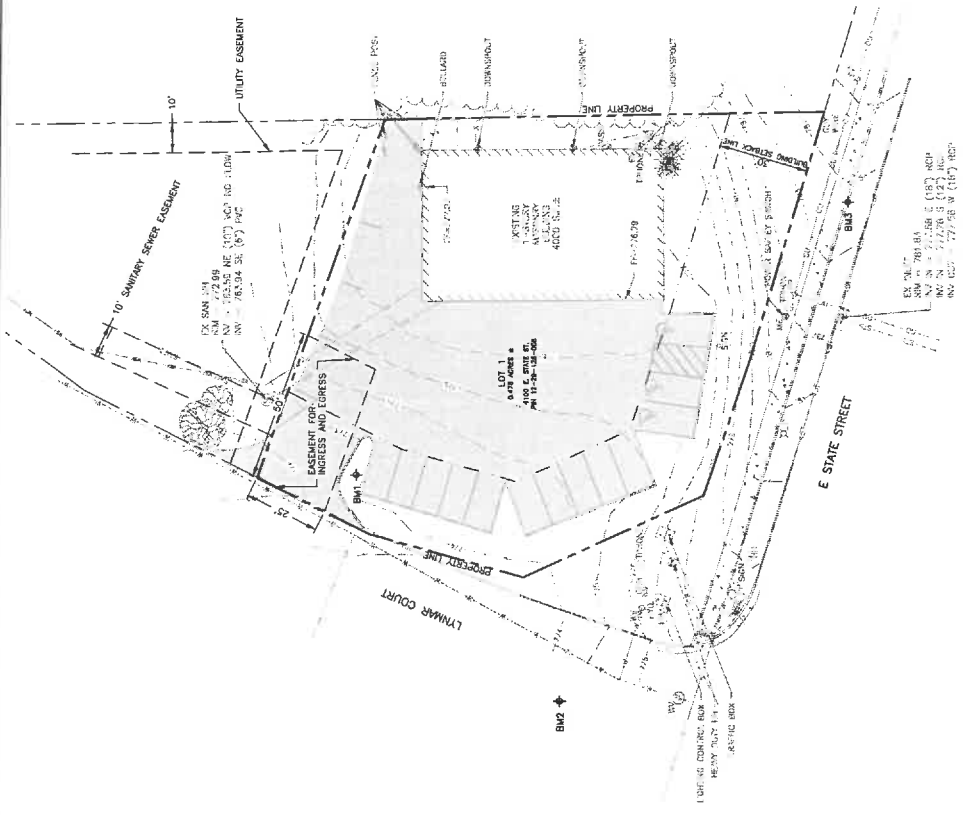
NOTES:
 1. BOUNDARY AND EASEMENT INFORMATION HAS BEEN OBTAINED FROM THE CUT OF COMMERCIAL PLAZA, RECORDED IN BOOK 37, PAGE 92B IN THE WINNEBAGO COUNTY RECORDER'S OFFICE.
 2. UNDERGROUND UTILITY INFORMATION HAS BEEN OBTAINED FROM TOPOGRAPHIC SURVEY AND WINGS RECORDS.

LEGEND

- EXISTING HMA PAVEMENT
- EXISTING PCC SIDEWALK
- TELEPHONE RISER PEDESTRAL
- HEAVY-DUTY HAND HOLE
- FIRE HYDRANT
- WATER VALVE
- HAND HOLE
- DOUBLE HAND HOLE
- SIGN
- SIGNAL HEAD AND POST
- UTILITY POLE WITH TRANSFORMER
- GAS METER
- LIGHT POLE
- WATER METER
- DOWNSPOUT
- SANITARY MANHOLES
- STORM SEWER INLET
- BOLLARD
- EASEMENT
- PROPERTY LINE
- BUILDING SETBACK LINE
- SANITARY SEWER
- WATER MAIN
- STORM SEWER
- EXISTING ELEVATION CONTOURS
- WATER SERVICE LINE



DATUM INFORMATION	
VERTICAL CONTROL:	NAD83
HORIZONTAL CONTROL:	NAD83 1 WEST ZONE
BENCHMARK INFORMATION	
BM1 =	2/9 REBAR WITH FG CAP (CP1) N=2041537.55, E=2603040.50, ELEV=775.71
BM2 =	CUT X (CP2) N=2041538.14, E=2602984.84, ELEV=775.05
BM3 =	CUT X (CP3) N=2041574.50, E=2603131.28, ELEV=785.74



DATE:	6/15/2026
BY:	JH
CHECKED BY:	DS
SCALE:	AS NOTED

REV. NO.	REVISIONS	DATE

PROJECT AND LOCATION:
 ROCKFORD PUBLIC LIBRARY
 214 N CHURCH STREET
 ROCKFORD, IL 61101

OWNER/DEVELOPER:
 ILLINOIS
 IOWA
 WISCONSIN

FEHR GRAHAM
 ENGINEERING & ENVIRONMENTAL
 ILLINOIS LICENSE NO. 184-003553
 © 2026 FEHR GRAHAM

DRWING: EXISTING CONDITIONS PLAN
 SHEET NUMBER: 1 of 1

Special Meeting

ROCKFORD PUBLIC LIBRARY BOARD OF TRUSTEES

June 15, 2026

Boardroom, Main Library

215 N. Wyman St.

Meeting Minutes

A quorum being present, President Jamie Getchius called the meeting to order at 6:00 p.m.

Members present: Jamie Getchius, Paul Logli, Molly Brauns, Michael Laskonis, Cesar Sanchez, Henrietta Dotson-Williams, Janet Moore

Members Absent: Dennis Horton, Colleen O'Brien

Others present: Board Attorney Eileen Caver, Realtor Karen Walsh

Staff present: Anthony Cortez, Andrew Fischer, Dajana Glisic, Noel Devine, Mary Pat Muzzarelli

Public Speakers

None

Minutes

1. Motion for Closed Session: At 6:01 pm, President Getchius asked for a motion to go into Closed Session under 5 ILCS 120/2(c)(5) Purchase or Lease of real property. A motion was made by Molly Brauns and seconded by Michael Laskonis. With a unanimous Roll Call Vote, the motion passed and the Closed Session began. Also present at the meeting were Executive Director Cortez, Director of Finance Dajan Glisic, Facilities Director Noel Devine, IT Director Andrew Fischer, Realtor Karen Walsh, and Board Attorney Eileen Caver. Discussion Followed.

At 6:48 pm Paul Logli made a motion to come out of closed session and Janet Moore Seconded. With a unanimous Voice Vote, the Trustees moved to open session.

2. In Open Session, President Getchius asked for a motion to complete the purchase of the building and property at 4100 East State Street in Rockford, IL.

A motion was made by Paul Logli and Seconded by Henrietta Dotson-Williams, by a unanimous Roll Call vote, the motion passed.

3. Adjournment:

With no further business before the Board, President Getchius adjourned the special meeting at 6:50 pm.

The next regular meeting of the Board of Trustees is scheduled for Monday, June 22, 2026, at 6 p.m. in the Boardroom, Rockford Public Library Main Branch

Mary Pat Muzzarelli
Recorder