

# **OPERATIONS & ADMINISTRATIVE COMMITTEE AGENDA**

**Called by:** Keith McDonald, Chairman  
**Members:** John Butitta, Paul Arena,  
Joe Hoffman, Jaime Salgado, Valerie  
Hanserd, Michael Thompson

**DATE:** THURSDAY, FEBRUARY 2, 2023  
**TIME:** 5:30 PM  
**LOCATION:** ROOM 303  
COUNTY ADMINISTRATION BLDG  
404 ELM STREET  
ROCKFORD, IL 61101

## **AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of October 20, November 3 and 17, 2022 Minutes
- D. Public Comment – This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Review/Approve Additional Design of HVAC Exhaust in Animal Services Building Project for Cat/Dog Wards
- F. Review/Approve Contingency Fund for Animal Services Building Addition/Renovations Project
- G. Discussion regarding the 2023 Capital Budget Requests
- H. Discussion regarding the County's 457(b) Employee Deferred Compensation Retirement Plan
- I. Discussion regarding the IMRF Plan
- J. Closed Session Pursuant to OMA, 5 ILCS 120/2(c)(6)
- K. Future Agenda Items
- L. Adjournment

**Winnebago County Board  
Operations and Administrative Committee Meeting**  
County Administration Building  
404 Elm Street, Room 303  
Rockford, IL 61101

Thursday, October 20, 2022  
5:30 PM

**Present:**

Keith McDonald, **Chairperson**  
John Butitta  
Paul Arena  
Jaime Salgado

**Absent:**

Jean Crosby  
Joe Hoffman  
Dorothy Redd

**Others Present:**

Patrick Thompson, County Administrator  
Dave Rickert, Chief Financial Officer  
Lafakeria Vaughn, State's Attorney's Office  
Debbie Crozier, Human Resources  
Tami Goral, Sheriff's Office  
Ann Johns, Purchasing  
Burt Gerl, County Board Member  
Angie Goral, County Board Member  
Steve Schultz, County Board Member

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes - None
- D. Public Comment – This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Resolution Establishing the County Holiday Schedule for 2023
- F. Resolution Authorizing the Execution of a Renewal Agreement with AmWins Group Benefits for the Administration of a Retiree Medical and RX Plan
- G. Resolution Authorizing the Execution of a Renewal Agreement with Northern Illinois Health Plan (NIHP) for Third Party Administrative Services
- H. Resolution Authorizing the Execution of a Renewal Agreement with Blue Cross Blue Shield for the Administration of a Self-Insured PPO and POS Insurance Plan
- I. Resolution to Establish the River Bluff Nursing Home Board of Directors
- J. Future Agenda Items
- K. Adjournment

Chairperson McDonald called the meeting to order at 5:30 PM.

### **Approval of Minutes**

None

### **Public Comment**

Chairperson McDonald omitted reading the Public Comment Section of the Agenda due to no one present to speak.

### **Resolution Establishing the County Holiday Schedule for 2023**

Motion: Chairperson McDonald. Second: Mr. Salgado.

Motion passed by unanimous voice vote.

### **Resolution Authorizing the Execution of a Renewal Agreement with AmWins Group Benefits for the Administration of a Retiree Medical and RX Plan**

Motion: Chairperson McDonald. Second: Mr. Salgado

Mr. Thompson reviewed the resolution with committee members.

- A discussion followed.

Motion passed by unanimous voice vote.

### **Resolution Authorizing the Execution of a Renewal Agreement with Northern Illinois Health Plan (NIHP) for Third Party Administrative Services**

Motion: Chairperson McDonald. Second: Mr. Salgado.

Mr. Thompson reviewed the resolution with committee members.

- A discussion followed.

Motion passed by unanimous voice vote.

### **Resolution Authorizing the Execution of a Renewal Agreement with Blue Cross Blue Shield for the Administration of a Self-Insured PPO and POS Insurance Plan**

Motion: Chairperson McDonald. Second: Mr. Salgado.

Mr. Thompson reviewed the resolution with committee members.

- A discussion followed.

Motion passed by unanimous voice vote.

### **Resolution to Establish the River Bluff Nursing Home Board of Directors**

Move: Mr. Butitta. Second: Chairperson McDonald.

Mr. Butitta gave an overview of the establishment of the River Bluff Nursing Home Board of Directors. Mr. Thompson discussed the purpose for establishment of the Board of Directors.

- A discussion followed.

Motion: Mr. Butitta made the motion to amend the Resolution in the 5<sup>th</sup> paragraph. “Be it further resolved, that the River Bluff Nursing Home Board of Directors shall be comprised of 9 members, including one County Board member, and shall be appointed by the Winnebago County Chairman with advice and consent of the Winnebago County Board.” Add “All positions will receive no compensation.”

Second: Chairperson McDonald – All those in favor of the amendment.

Motion amendment passed by unanimous voice vote.

- A discussion followed.

Mr. Butitta made a motion to call the question. Mr. Butitta withdrew the motion to call the question.

Mr. Salgado – All those in favor of the original Resolution as amended.

Motion passed by unanimous vote.

**Future Agenda Items**

- Mr. Thompson mentioned RBO.

**Motion to Adjourn.** Moved: Mr. Salgado, Seconded: Mr. Butitta.

Motion passed by unanimous voice vote.

Respectfully submitted,

Nancy Bleile

Administrative Assistant

**Winnebago County Board  
Operations and Administrative Committee Meeting**  
County Administration Building  
404 Elm Street, Room 303  
Rockford, IL 61101

Thursday, November 3, 2022  
5:30 PM

**Present:**

Keith McDonald, **Chairperson**  
John Butitta  
Jean Crosby  
Paul Arena  
Joe Hoffman  
Jaime Salgado

**Absent:**

Dorothy Redd

**Others Present:**

Joseph V Chiarelli, County Board Chairman  
Patrick Thompson, County Administrator  
Dave Rickert, Chief Financial Officer  
Ann Johns, Purchasing  
Shawn Franks, Facilities  
Carlos Molina, Highway Department  
Chris Petrus, IT Department  
Paul Carpenter, States Attorney Office  
Steve Schultz, County Board Member  
Mike Dunn, Region I Planning Council

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – July 21, 2022
- D. Public Comment – This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Resolution Authorizing a Project Management Services Agreement with Region 1 Planning Council to Provide a Connection Feasibility Study for the East Riverside Multi-Use Path
- F. Resolution Adopting the Regional Solid Waste Management Plan: A Plan for Boone and Winnebago Counties 2022-2042
- G. Resolution Authorizing the Chairman of the County Board to Execute an Amended Delinquent Tax Sale Trustee Agency Intergovernmental Agreement Between the County of Winnebago, Illinois and Region 1 Planning Council
- H. Future Agenda Items
- I. Adjournment

Chairperson McDonald called the meeting to order at 5:30 PM.

### **Approval of Minutes – July 21, 2022**

Motion: Mr. Salgado. Second: Mr. Hoffman.

Motion passed with unanimous voice vote.

### **Public Comment**

Chairperson McDonald omitted reading the Public Comment Section of the Agenda due to no one present to speak.

### **Resolution Authorizing a Project Management Services Agreement with Region 1 Planning Council to Provide a Connection Feasibility Study for the East Riverside Multi-Use Path**

Motion: Mr. Butitta. Second: Chairperson McDonald.

Mr. Thompson presented the resolution to committee members.

- A discussion followed.

Motion passed with unanimous voice vote.

### **Resolution Adopting the Regional Solid Waste Management Plan: A Plan for Boone and Winnebago Counties 2022-2042**

Motion: Chairperson McDonald. Second: Mr. Hoffman

Mr. Thompson reviewed the resolution with committee members. Eric Setter and Sydney Turner, Region I Planning were introduced to give an overview of the project.

- A discussion followed.

Motion passed with unanimous voice vote.

### **Resolution Authorizing the Chairman of the County Board to Execute an Amended Delinquent Tax Sale Trustee Agency Intergovernmental Agreement Between the County of Winnebago, Illinois and Region 1 Planning Council**

Motion: Chairperson McDonald. Second: Ms. Crosby.

Mr. Thompson and Mr. Rickert reviewed the resolution with committee members.

- A discussion followed.

Motion passed with unanimous voice vote.

### **Future Agenda Items**

- RBO.
- Liability Insurance Renewal.
- Ordinance regarding Circuit Court Updated Fee Schedule.
- Mr. Arena brought an issue to the committee regarding the strict standard for animal licensing in Winnebago County versus licensing in Wisconsin.

**Motion to Adjourn.** Moved: Ms. Crosby, Seconded: Mr. Arena.

Motion passed by unanimous voice vote.

Respectfully submitted,

Nancy Bleile  
Administrative Assistant

**Winnebago County Board  
Operations and Administrative Committee Meeting**  
County Administration Building  
404 Elm Street, Room 303  
Rockford, IL 61101

Thursday, November 17, 2022  
5:30 PM

**Present:**

Keith McDonald, **Chairperson**  
John Butitta  
Jean Crosby  
Paul Arena  
Joe Hoffman  
Jaime Salgado

**Others Present:**

Patrick Thompson, County Administrator  
Dave Rickert, Chief Financial Officer  
Ann Johns, Purchasing  
Tom Lawson, Chief Deputy Circuit Clerk  
Lafakeria Vaughn, State's Attorney's Office  
Debbie Crozier, HR Department  
Paul Carpenter, States Attorney Office  
Steve Schultz, County Board Member  
Marlana Dokken, Director, Chairman's Office of Criminal Justice Initiatives

**Absent:**

Dorothy Redd

**AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – None
- D. Public Comment – This is the time we invite the public to address the Operations and Administrative Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Resolution Authorizing the Execution of a Renewal Agreement with Arthur J. Gallagher for the Property and Casualty Coverage
- F. Resolution Authorizing the Execution of a Renewal Agreement with Voya Financial for Stop Loss Specific Coverage on the Self-Insured Co-Pay/POS and High Deductible Medical Plans
- G. An Ordinance Amending “Ordinance 2018 CO 92”, Prohibiting the Use of Ground Water as a Potable Water Supply by the Installation or Use of Potable Water Supply Wells or by any Other Method
- H. An Ordinance Establishing Civil Fees and Criminal and Traffic Assessments to be Charged by the Clerk of the Circuit Court
- I. Resolution Approving Emergency Agreement with First Onsite

- J. Discussion about “116 North Winnebago Parking Lot Expired Lease”
- K. Future Agenda Items
- L. Adjournment

Chairperson McDonald called the meeting to order at 5:30 PM.

### **Roll Call**

Chair Keith McDonald yes, John Butitta yes, Paul Arena yes, Joe Hoffman yes, Jaime Salgado yes, Jean Crosby arrived at 6:19 PM

### **Approval of Minutes**

None

### **Public Comment**

Chairperson McDonald omitted reading the Public Comment Section of the Agenda due to no one present to speak.

### **Resolution Authorizing the Execution of a Renewal Agreement with Arthur J. Gallagher for the Property and Casualty Coverage**

Motion: Chairperson McDonald. Second: Mr. Hoffman

Mr. Thompson presented the Resolution to committee members to renew property and liability coverage with Arthur J. Gallagher Company.

- A discussion followed.

Motion passed with unanimous voice vote.

### **Resolution Authorizing the Execution of a Renewal Agreement with Voya Financial for Stop Loss Specific Coverage on the Self-Insured Co-Pay/POS and High Deductible Medical Plans**

Motion: Chairperson McDonald. Second: Mr. Salgado

Mr. Thompson reviewed the resolution with committee members regarding stop loss insurance coverage for the health insurance plan.

- A discussion followed.

Motion passed with unanimous voice vote.

### **An Ordinance Amending “Ordinance 2018 CO 92”, Prohibiting the Use of Ground Water as a Potable Water Supply by the Installation or Use of Potable Water Supply Wells or by any Other Method**

Motion: Chairperson McDonald. Second: Mr. Salgado.

Ms. Vaughn directed committee members to the Ordinance and reviewed details with committee members. A representative of the Acme Solvent Group and others attending the meeting spoke to committee members.

- A discussion followed.

The committee’s recommendation is to layover the Ordinance.

Chairperson McDonald made the motion to table the Ordinance. Second: Mr. Arena

Motion passed with unanimous voice vote to table the Ordinance.



### **An Ordinance Establishing Civil Fees and Criminal and Traffic Assessments to be Charged by the Clerk of the Circuit Court**

Motion: Chairperson McDonald. Second: Mr. Arena.

- Mr. Thompson advised the Ordinance will amend the fee structure for the Circuit Court. Mr. Lawson discussed the Ordinance with committee members.
- A discussion followed.

Chairperson McDonald moved to amend the 2<sup>nd</sup> to last paragraph on the last page of the Ordinance. “Be it further ordained,” the date to read “December 1, 2022.”

Second: Mr. Arena.

Motion passed with unanimous voice vote.

Ordinance passed unanimously by voice vote.

### **Resolution Approving Emergency Agreement with First Onsite**

Motion: Chairperson McDonald. Second: Ms. Crosby.

Mr. Thompson advised the Resolution formalizes the emergency contract with First Onsite. Legal Counsel and Administration reviewed the contract and Chairman Chiarelli executed the contract on the recommendation from the Facilities Director. First Onsite began work immediately on the fire damage to the Courthouse.

- A discussion followed.

Motion passed with unanimous voice vote.

### **Discussion about “116 North Winnebago Parking Lot Expired Lease”**

Mr. Thompson discussed the 116 North Winnebago St parking lot lease. The lot is not utilized. If the committee directs, Mr. Thompson will prepare a Resolution to break the lease with a 6 month notice to terminate the lease. The committee asked for a recommendation based on usage.

### **Future Agenda Items**

- The next meeting of the Operations and Administrative committee is scheduled December 1, 2022. The new board members are sworn in December 5, 2022 and the first board meeting with new members is December 8, 2022. The decision was made to hold the next committee meeting Thursday, December 15, 2022 after the new board members are sworn in and committees formed.

**Motion to Adjourn.** Moved: Mr. Arena, Seconded: Mr. Hoffman.

Motion passed by unanimous voice vote.

Respectfully submitted,

Nancy Bleile  
Administrative Assistant

01/27/23

Agenda Item: E

**Yellow highlight indicateds proposed costs  
for additional HVAC Exhaust - WCAS Project**

## MASTER PROJECT BUDGET

**Winnebago County-Animal Services Project**

Cost Codes	DESCRIPTION	CURRENT BUDGET	VENDOR
100	<b>PRE-DEVELOPMENT COSTS</b>	<b>Current Budget</b>	<b>Vendor</b>
101	Owner Project Manager-Pre Construction Assessment (Paid/invoiced to Date)	\$ 3,105	Huffman
149	Architectural Fees-Design Phase 1 & 2 (Paid/invoiced to Date)	\$ 132,931	RLJ
	<b>Subtotal Pre-Development Costs</b>	<b>\$ 136,036</b>	
200	<b>PROFESSIONAL SERVICES</b>	<b>Current Budget</b>	<b>Vendor</b>
201	<b>Owner Project Manager-Construction Management</b>	<b>\$ 43,200</b>	<b>Huffman</b>
202	Plan Review	\$ 528	RLJ
231	<b>Architectural Fees-Phase 3 Construction Administration</b>	<b>\$ 43,268</b>	<b>RLJ</b>
250	<b>Added HVAC Exhaust in the Existing Cat/Dog Wards-Design</b>	<b>\$ 4,000</b>	<b>TBD</b>
	<b>Subtotal Professional Services Fees</b>	<b>\$ 90,996</b>	
300	<b>CONSTRUCTION</b>	<b>Current Budget</b>	<b>Vendor</b>
301	<b>Construction Costs (Includes All Add Alts)</b>	<b>\$ 2,088,388</b>	<b>Scandrol</b>
302	Building Permit-(Obtained by RLJ as a Reimbursable Expense)	\$ 2,500	RLJ
303	Construction Material Testing	\$ 7,500	Testing Serv. Corp
304	Access Control (Card Reader System)	\$ 30,000	Winn. Co.
305	Security (Cameras)	\$ 10,000	Scandrol
306	AV Equipment		
	<b>Subtotal Construction</b>	<b>\$ 2,138,388</b>	
400	<b>OWNER DIRECT</b>	<b>Current Budget</b>	<b>Vendor</b>
401	Equipment & Furniture	\$ 463,907	by Brett
402	<b>Misc. appliances</b>		
403	Signage (Interior)	\$ 15,000	TBD
404	Technology-WAP System & Phones	\$ 10,000	TBD
405	Chain Link Fencing (See North Elevation Details)	\$ -	
407	Builders Risk Insurance	\$ 10,000	Winn. Co.
447	Moving & Temporary Storage Expenses	\$ 25,000	TBD
	<b>Subtotal FF&amp;E</b>	<b>\$ 523,907</b>	
500	<b>OTHER EXPENSES</b>	<b>Current Budget</b>	<b>Vendor</b>
501	Utility expenses by owner	TBD	
502	Utility Service Upgrade Expenses	\$ 25,000	TBD
547	Fire Separation Required by City	\$ 20,000	Scandrol
548	Flat Roof Replacement Allowance	\$ 45,000	Scandrol
549	<b>Added HVAC Exhaust in the Existing Cat/Dog Wards-Construction</b>	<b>\$ 150,000</b>	<b>TBD</b>
	<b>Subtotal Other Expenses</b>	<b>\$ 240,000</b>	

600 601 701	<b>ADDITIONAL FUNDING SOURCES</b>	<b>Current Budget</b>	<b>Vendor</b>
	Animal Services FF&E Operating Funds	\$ (463,907)	
	<b>Subtotal Additional Funding</b>	<b>\$ (463,907)</b>	
	<b>PROJECT BEFORE CONTINGENCY</b>	<b>\$ 2,665,420</b>	
	<b>OWNER DESIGN/CONSTRUCTION CONTINGENCY</b>	<b>\$ 133,271</b>	<b>5%</b>
	<b>TOTAL COUNTY PROJECT BUDGET (Less FF&amp;E)</b>	<b>\$ 2,798,691</b>	

FF&E-Operational Equipment Costs (From Brett WCAS Funding Source)		Total Funded	\$2,174,856
X-Ray	\$	45,000	Total Unfunded
Freezer	\$	25,000	
Freezer System Install	\$	7,500	
Dog Kennels	\$	112,000	
Cat Enclosures	\$	115,000	
Install of Kennels (\$80/hr x 4 man crew x 4 days X 3 rooms)	\$	7,680	
Fencing (Dog Yards)	\$	50,000	
Dog Wash Station	\$	6,000	
	\$	368,180	
Escalation (20%)	\$	73,636	
Subtotal FF&E	\$	441,816	
FF&E Contingency (5%)	\$	22,091	
Total FF&E Budget	\$	463,907	

**Vendor Breakouts**

<b>Vendor</b>	<b>Amount</b>
Huffman	\$ 46,305
RLJ (Architect of Record)	\$ 183,227
Scandoli	\$ 2,313,388
Testing Services Corp.	\$ 7,500
Winn Co. (These will minor vendors selected by facilities)	\$ 40,000
Operational Equipment (Brett)	\$ 463,907
Deduct Operational (Brett)	\$ (463,906.80)
TBD (Vendor yet to be sourced)	\$ 75,000
Contingency (5%)	\$ 133,271

**Total \$ 2,798,691**

01/27/23

## Agenda Item: F

Blue highlight indicated proposed  
Contingency for the WCAS Project

## MASTER PROJECT BUDGET

## Winnebago County-Animal Services Project

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	<b>Subtotal Pre-Development Costs</b>	<b>\$ 136,036</b>	
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306	AV Equipment		
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	Animal Services FF&E Operating Funds	\$ (463,907)	
	<b>Subtotal Additional Funding</b>	<b>\$ (463,907)</b>	
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	<b>TOTAL COUNTY PROJECT BUDGET (Less FF&amp;E)</b>	<b>\$ 2,798,691</b>	

FF&E-Operational Equipment Costs (From Brett WCAS Funding Source)			Total Funded	\$2,174,856
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Deduct Operational (Brett)	\$ (463,906.80)
TBD (Vendor yet to be sourced)	\$ 75,000
Contingency (5%)	\$ 133,271
<b>Total</b>	<b>\$ 2,798,691</b>

## Details for discussion regarding 2023 PSST - Capital Budget Requests

Public Safety Sales Tax Capital Budget Request 2023					Is this request for Capital Infrastructure?	Rank
Fund	ORG	Item Requested	Cost	Purpose		
0101	Circuit Clerk	(200) Fujitsu fi-8170 Document Scanners	242,000	Circuit Clerk is looking to replace approximately 200 document scanners that were put into place FY2009.	No	
0101	Circuit Court	Jury box construction	40,000	Increase courtroom functionality Pretrial Fairness Act Operational Changes	Yes	
0101	CJC	Replace HVAC CPU's are no longer supported (Obsolete)	80,000	The CJC CPU's are the same era as the rest of the County Buildings. There are multiple located through out the CJC and the jail that need to be replaced	Yes	
0101	CJC	Chiller Rebuild	95,000	CJC chillers located in the power plant are 15 years old.	Yes	
0101	CJC	Replace Carpet and Flooring	55,000	The carpet is just worn from all the traffic	Yes	
0101	CJC	Energy Recovery Wheel Retro-Fit	300,000	The CJC energy recovery wheels located in AHU J3.1 and J3.3 need the medium replaced for heat and cold transfer between duct work	Yes	
0101	CJC	Obsolete Elevator Brakes	60,000	Elevator 1 will need to budget the rest one or two each year	Yes	
0101	Coroner	Coroner Vehicles X 3	200,000	Selling current vehicles and moving around other vehicles to add one to the fleet for deputies	No	1
0101	Coroner	Office Furniture	15,000	Previous furniture was owned by former employee and taken when they left	No	3
0101	Coroner	Duty/ Morgue equipment	100,000	*The items in this category have changed. After much research and discussion, fire protection gear is off the table. We are in more desperate need of stainless steel morgue tables and also the replacement of our outdated, inadequate and dangerous manual body cots. We are also in need of a body lift and rack system in the amount of 15K. Currently, there is no power body lift in our morgue. We have an archaic wooden structure with a ratcheted manual winch. Additionally, I am waiting to hear back from a grant that I applied for that would cover the Surface Pro's, but I won't hear the outcome of that until mid-January. So that funding is not guaranteed.	No	2
0101	Courthouse	Replace HVAC CPU's	50,000	The CPU's are 21 years old. There are multiple located through out the Courthouse that need to be replaced	Yes	
0101	Courthouse	Replace Carpet	90,000	Some of the carpet in the Courthouse is 21 years old. Other carpet is just worn from all the traffic	Yes	
0101	Courthouse	Elevator Controllers are no longer supported (Obsolete)	850,000	All 3 Courthouse Elevator controls will need to be replaced. Parts or computer boards are no longer available. Will become a safety issue soon.	Yes	
0101	Courthouse	Replace Fire Panel may have to replace devices	50,000	The Courthouse Fire Panel is 20 years old. It is an addressable fire panel that is no longer supported for repairs and upgrades.	Yes	
0101	JJC	Replace HVAC CPU's are no longer supported (Obsolete)	50,000		Yes	
0101	JJC	Repave North Lot	150,000		Yes	
0101	JJC	Repave South Lot	150,000		Yes	
0101	JJC	Replace Roof	100,000		Yes	
0101	JJC	Replace Cooling Tower	150,000		Yes	

Public Safety Sales Tax Capital Budget Request 2023					Is this request for Capital Infrastructure?	Rank
Fund	ORG	Item Requested	Cost	Purpose		
0101	Juvenile Det.	Replace HVAC CPU's are no longer supported (Obsolete)	50,000		Yes	
0101	Juvenile Det.	Repave Parking Lot	250,000		Yes	
0101	Old Courthouse	Elevator Controllers are no longer supported (Obsolete)	550,000	All 3 Old Courthouse Elevator controls will need to be replaced. Parts or computer boards are no longer available. Will become a safety issue soon.	Yes	
0101	Old Courthouse	Replace Fire Panel may have to replace devices	25,000	The Old Courthouse Fire Panel is 20 years old. It is an addressable fire panel. It is no longer supported for repairs and upgrades.	Yes	
0101	Old Courthouse	Replace HVAC CPU's	30,000	The CPU's are 21 years old. There are multiple located through out the Old Courthouse that need to be replaced	Yes	
0101	Public Defender	Interior Door in Room 244 in the Courthouse	3,000	Allow the PD's Office to Convert unused room 233 into a larger break/ lunch room and convert old break room to office space	Yes	
0101	Sheriff	Replace four (4) detective squad cars (unmarked)	157,680	Replace and outfit 4 Detective unmarked Vehicles.	No	2
0101	Sheriff	6 New Patrol vehicles (\$60,000.00 per unit which includes equipment)	360,000	Replace 6 vehicles each year to replace aging vehicles. Instead of replacing the whole patrol fleet at one time.	No	1
0101	Adult Probation	Replace HVAC CPU's are no longer supported (Obsolete)	50,000		Yes	
0101	Adult Probation	Replace Fire Panel will have to replace devices	95,000		Yes	
0101	Adult Probation	Replace RTU	100,000		Yes	
0101	Adult Probation	Replace Carpet and Flooring	45,000		Yes	
0101	Adult Probation	Replace Roof Add More Roof Drains	200,000		Yes	

<b>Total Request from Public Safety Sales Tax</b>	<b>\$ 4,742,680</b>
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**Details for discussion on the 2023 General Fund - Capital Budget Requests**

General Fund Capital Budget Request 2023					Is this request for Capital Infrastructure?
Fund	ORG	Item Requested	Cost	Purpose	
0001	Admin	Replace HVAC CPU's are no longer supported (Obsolete)	50,000	The CPU's are 21 years old. There are multiple in the Administration Building that need to be replaced	Yes
0001	Admin	Replace Carpet	60,000	The Administration Buildings carpet is 19 years old	Yes
0001	Admin	Replace Fire Panel may have to replace devices	30,000	Administration Building Fire Panel is 20 years old. It is an addressable fire panel that is no longer supported for repairs and upgrades.	Yes
0001	Admin	2 New Trucks	111,000	Replace truck	No
0001	Health Dept.	Replace HVAC CPU's are no longer supported (Obsolete)	50,000		Yes
0001	Health Dept.	Replace Fire Panel	60,000		Yes
0001	River Bluff	Replace Heating Coils	45,000		Yes
0001	River Bluff	Replace Cooling Coils	45,000		Yes
0001	River Bluff	Add HVAC Control to Air handlers	85,000		Yes
0001	River Bluff	Replace 1998 John Deere Tractor with attachments mower deck/ bucket/ hood guard/ canopy/ turf tires	52,000	Mowing and Snow Removal	No
0001	River Bluff	Replace pneumatic room thermostats with electronic	75,000		Yes
0001	River Bluff	Replace Steam Kettles	90,000		Yes
0001	River Bluff	Replace humidifiers	35,000		Yes
0001	River Bluff	Replace Sheet Pans on Air Handlers	75,000		Yes
0001	River Bluff	Repair Underground Collapsed Ducts E 1hall 402 to 407	40,000	Abate Asbestos Tile and Mastic. Cut into Floors, Replace Collapsed Duct Work	Yes
0001	River Bluff	Reroof Patio A/B gazebo	30,000		Yes
0001	Supervisor of Assessments	ADA Complaint Automatic Door Opener	3,000	Employee and Taxpayer accessibility	Yes
0001	Supervisor of Assessments	Security Badge Access employee entrance doors x 2	3,000	Improve Office security and ease of employee access	No

<b>Total Request from General Fund</b>	<b>\$ 939,000</b>
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## **Overview: 457(b) Deferred Compensation Retirement Plan**

A 457(b) is a type of tax-advantaged retirement plan for state and local government employees, as well as, employees of certain non-profit organizations. Like other employer-sponsored retirement plans, the 457(b) provides tax-efficient growth for retirement savings.

Since the 1980's, Winnebago County's original provider Empower has offered somewhat limited investment options and many of the options have high fees. Also, the current investment options available in the Empower 457(b) plans are limited to their current list of funds.

An internal working committee has been working for the past 16 months on finding other potential providers, in hopes of establishing new services with a more robust 457(b) plan provider.

Offering a quality 457(b) Retirement Savings Plan option is considered a valuable employee benefit in recruitment.

### **Contributions**

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The County does not contribute to its employee 457(b) accounts.

For 2023, the annual contribution limit for a 457(b) plan is \$22,500.

The 457(b) rules have a unique feature for government employees. In the three years before retirement, 457(b) plans allow for contributions up to double the annual limit or 100% of a person's salary, whichever is less.



# WINNEBAGO COUNTY

— ILLINOIS —

## Memorandum

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To: Pat Thompson  
From: Dave Rickert  
Date: January 12, 2023  
Subject: IMRF Benefit

Pat,

Jill Leka (our labor attorney) mentioned that the Illinois Municipal Retirement Fund (IMRF) offers an option to participating employers to include compensation paid under Internal Revenue Code Section 125 Plan as IMRF earnings. I believe selecting this option would provide a significant benefit to Winnebago County Employees at a reasonable cost to the county.

For your consideration, I have attached, IMRF Form 6.72 along with three employee examples (source Bryan Cutler) to demonstrate the benefit. Please let me know if you would like to discuss further.

Sincerely,

*David J. Rickert*

David J. Rickert  
Chief Financial Officer  
Winnebago County  
815-319-4238  
DRickert@WinColl.us



# Suggested resolution to include compensation paid under an Internal Revenue Code Section 125 Plan as IMRF earnings

IMRF Form 6.72 (Rev. 08/03)

PLEASE ENTER Employer IMRF I.D. Number

## RESOLUTION

Number \_\_\_\_\_

**WHEREAS**, standard member earnings reportable to the Illinois Municipal Retirement Fund do not include compensation paid under an Internal Revenue Code section 125 plan or compensation directed into a premium conversion plan or flexible spending account; and

**WHEREAS**, an IMRF participating unit of government may elect to include in IMRF earnings compensation paid under an I.R.C. section 125 plan or compensation directed into a premium conversion plan or flexible spending account by action of the governing body; and

**WHEREAS**, the \_\_\_\_\_ of the  
BOARD, COUNCIL, etc.

\_\_\_\_\_ is authorized to include  
EMPLOYER NAME  
section 125 plan and premium conversion and flexible spending account compensation as earnings reportable to IMRF and it is desirable that it do so.

**NOW THEREFORE BE IT RESOLVED** that the \_\_\_\_\_ of the  
BOARD, COUNCIL, etc.

\_\_\_\_\_ does hereby elect to  
EMPLOYER NAME  
include as earnings reportable to IMRF compensation paid under an I.R.C. section 125 plan and/or compensation directed into a premium conversion plan or flexible spending account effective \_\_\_\_\_.  
EFFECTIVE DATE

**BE IT FURTHER RESOLVED** that the \_\_\_\_\_ is authorized and directed  
CLERK OR SECRETARY OF THE BOARD  
to file a duly certified copy of this resolution with the Illinois Municipal Retirement Fund.

## CERTIFICATION

I, \_\_\_\_\_, the \_\_\_\_\_  
NAME CLERK OR SECRETARY  
of the \_\_\_\_\_ of the County of \_\_\_\_\_,  
EMPLOYER NAME COUNTY  
State of Illinois, do hereby certify that I am keeper of its books and records and that the foregoing is a true and correct copy of a resolution duly adopted by its \_\_\_\_\_ at a meeting duly convened  
GOVERNING BODY  
and held on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

SEAL

\_\_\_\_\_  
CLERK OR SECRETARY OF THE BOARD

## Illinois Municipal Retirement Fund

Suite 500, 2211 York Road, Oak Brook Illinois 60523-2337 [www.imrf.org](http://www.imrf.org)  
Member Services Representatives 800/ASK-IMRF (1-800-275-4673)

## Impact of inclusion of employee health insurance and flex spending into IMRF wages

### ***Employee A***

Retires with 25 years of service under Tier 1 IMRF  
 Retires at age 60  
 Single coverage insurance  
 Contributes 1,000 annually to flex spending  
 Average salary over last 4 years of career \$ 80,000.00

### **Pension Calculation (current scenario):**

Average salary over last 4 years of career	\$ 80,000.00
Reduction for health insurance contribution	\$ (1,541.28)
Reduction for flex spending contribution	<u>\$ (1,000.00)</u>

IMRF wages (Final Rate of Earnings)	\$ 77,458.72
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Pension percentage calculation - 25 years of service	45%
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Annual pension payment	\$ 34,856.42
Monthly pension payment	\$ 2,904.70

### **Pension Calculation assuming health insurance and flex are included in IMRF wages (proposed scenario):**

Average salary over last 4 years of career	\$ 80,000.00
Reduction for health insurance contribution	\$ -
Reduction for flex spending contribution	<u>\$ -</u>

IMRF wages (Final Rate of Earnings)	\$ 80,000.00
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Pension percentage calculation - 25 years of service	45%
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Annual pension payment	\$ 36,000.00
Monthly pension payment	\$ 3,000.00

Increase in annual pension payment	\$ 1,143.58
Increase in monthly pension payment	\$ 95.30

### **Impact on employee net pay (proposed scenario):**

Health insurance contribution included in wages:	\$ 1,541.28
Flex spending contribution included in wages:	<u>\$ 1,000.00</u>
Total	\$ 2,541.28

IMRF rate	4.5%
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Decrease in net pay annually	\$ 114.36
Decrease in net pay per pay period	\$ 4.40

## Impact of inclusion of employee health insurance and flex spending into IMRF wages

### Employee B

Retires with 20 years of service under Tier 1 IMRF

Retires at age 60

Family coverage insurance

Contributes 2,850 annually to flex spending

Average salary over last 4 years of career \$ 70,000.00

#### **Pension Calculation (current scenario):**

Average salary over last 4 years of career \$ 70,000.00

Reduction for health insurance contribution \$ (3,886.00)

Reduction for flex spending contribution \$ (2,850.00)

IMRF wages (Final Rate of Earnings) \$ 63,264.00

Pension percentage calculation - 20 years of service 35%

Annual pension payment \$ 22,142.40

Monthly pension payment \$ 1,845.20

#### **Pension Calculation assuming health insurance and flex are included in IMRF wages (proposed scenario):**

Average salary over last 4 years of career \$ 70,000.00

Reduction for health insurance contribution \$ -

Reduction for flex spending contribution \$ -

IMRF wages (Final Rate of Earnings) \$ 70,000.00

Pension percentage calculation - 20 years of service 35%

Annual pension payment \$ 24,500.00

Monthly pension payment \$ 2,041.67

Increase in annual pension payment \$ 2,357.60

Increase in monthly pension payment \$ 196.47

#### **Impact on employee net pay (proposed scenario):**

Health insurance contribution included in wages: \$ 3,886.00

Flex spending contribution included in wages: \$ 2,850.00

Total \$ 6,736.00

IMRF rate 4.5%

Decrease in net pay annually \$ 303.12

Decrease in net pay per pay period \$ 11.66

## Impact of inclusion of employee health insurance and flex spending into IMRF wages

### ***Employee C***

Retires with 25 years of service under Tier 1 IMRF

Retires at age 60

Family coverage insurance

Contributes 1,000 annually to flex spending

Average salary over last 4 years of career	\$ 45,000.00
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### **Pension Calculation (current scenario):**

Average salary over last 4 years of career	\$ 45,000.00
Reduction for health insurance contribution	\$ (3,886.00)
Reduction for flex spending contribution	\$ (1,000.00)

IMRF wages (Final Rate of Earnings)	\$ 40,114.00
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Pension percentage calculation - 25 years of service	45%
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Annual pension payment	\$ 18,051.30
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Monthly pension payment	\$ 1,504.28
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### **Pension Calculation assuming health insurance and flex are included in IMRF wages (proposed scenario):**

Average salary over last 4 years of career	\$ 45,000.00
Reduction for health insurance contribution	\$ -
Reduction for flex spending contribution	\$ -

IMRF wages (Final Rate of Earnings)	\$ 45,000.00
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Pension percentage calculation - 25 years of service	45%
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Annual pension payment	\$ 20,250.00
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Monthly pension payment	\$ 1,687.50
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Increase in annual pension payment	\$ 2,198.70
Increase in monthly pension payment	\$ 183.23

### **Impact on employee net pay (proposed scenario):**

Health insurance contribution included in wages:	\$ 3,886.00
Flex spending contribution included in wages:	\$ 1,000.00
Total	\$ 4,886.00

IMRF rate	4.5%
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Decrease in net pay annually	\$ 219.87
Decrease in net pay per pay period	\$ 8.46

**Illinois Compiled Statutes Open Meetings Act**

**GENERAL PROVISIONS**

**(5 ILCS 120/) Open Meetings Act.**

(5 ILCS 120/2) (from Ch. 102, par. 42)

Sec. 2. Open meetings.

(c) Exceptions. A public body may hold closed meetings to consider the following subjects:

(6) The setting of a price for sale or lease of property owned by the public body.