

FINANCE COMMITTEE AGENDA

Called by: Jaime Salgado, Chairman
Members: Steve Schultz, John
Butitta, Paul Arena, Joe Hoffman,
Jean Crosby, Keith McDonald

DATE: THURSDAY, APRIL 15, 2021
TIME: IMMEDIATELY FOLLOWING
OPERATIONS & ADMINISTRATIVE
COMMITTEE
LOCATION: VIRTUAL MEETING – ZOOM
(WINNEBAGO COUNTY YOUTUBE
LIVE)

The Winnebago County Board Chairman has determined that an in-person meeting is not practicable or prudent because of the COVID-19 pandemic.

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of January 7, 2021 Minutes
- D. Public Comment – This is the time we invite the public to address the Finance 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. CFO Monthly Financial Report
- F. Capital Budget Presentation
- G. Ordinance Providing for the Creation of a Capital Improvement Plan Budget
- H. Closed Session to Discuss Pending Litigation (No Action Taken)
- I. Other Matters
- J. Adjournment

**Winnebago County Board
Finance Committee Meeting**
Virtual Meeting – Zoom
(Winnebago County YouTube Live)

Thursday, January 7, 2021
Immediately Following Operations and Administrative Committee

Present:

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

Absent:

Steve Schultz

Others Present:

Joe Chiarelli, County Board Chairman
Pat Thompson, County Administrator
Dave Rickert, Chief Financial Officer
Charlotte LeClercq, Assistant Deputy State's Attorney
John Giliberti, State's Attorney's Office
Pat McDiarmid, River Bluff Nursing Home
Dr. Sandra Martell, Public Health Administrator
Ann Johns, Purchasing Director
Dave Kelley, County Board Member
Dorothy Redd, County Board Member

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of September 15 and 17, 2020 Minutes
- D. Public Comment
- E. Resolution Authorizing the Execution of a Hourly Wage Increase for the Certified Nursing Assistants at River Bluff Nursing Home
- F. Resolution Authorizing Settlement of Litigation
- G. Budget Amendment 2021-001 COVID-19 Vaccine Management
- H. Other Matters
- I. Adjournment

Chairman Salgado called the meeting to order at 5:36 PM.

Motion to approve the minutes of September 15 and 17, 2020

Moved: Mr. Hoffman, Seconded: Ms. Crosby

Roll call: Mr. Salgado yes, Mr. Butitta yes, Mr. Arena yes, Mr. Hoffman yes, Ms. Crosby yes and Mr. McDonald yes.

Motion passed by unanimous voice vote.

Public Comment

Chairman Salgado omitted reading the Public Comment section of the Agenda due to no one present to speak.

Resolution Authorizing the Execution of a Hourly Wage Increase for the Certified Nursing Assistants at River Bluff Nursing Home

Motion by Mr. McDonald and Seconded by Mr. Hoffman and Ms. Crosby.

- A discussion followed.

Roll call: Mr. Butitta yes, Mr. Arena yes, Mr. Hoffman yes, Ms. Crosby yes, Mr. McDonald yes and Mr. Salgado yes.
Motion passed by unanimous voice vote.

Resolution Authorizing Settlement of Litigation

Motion for Resolution Authorizing Settlement of Litigation for Condatore vs. Haney.
Motion by Mr. Hoffman and Seconded by Mr. Arena.

- The dollar amount is \$40,000 which is slightly less than what was previously authorized.

Roll call: Mr. Butitta yes, Mr. Arena yes, Mr. Hoffman yes, Ms. Crosby yes, Mr. McDonald yes and Mr. Salgado yes.
Motion passed by unanimous voice vote.

Budget Amendment 2021-001 COVID-19 Vaccine Management

Motion by Ms. Crosby and Seconded by Mr. Hoffman.

- A discussion followed.

Roll call: Mr. Butitta yes, Mr. Arena yes, Mr. Hoffman yes, Ms. Crosby yes, Mr. McDonald yes and Mr. Salgado yes.
Motion passed by unanimous voice vote.

Mr. Salgado – Motion to go into closed session for pending litigation.

Moved: Mr. Hoffman, Seconded: Ms. Crosby and Mr. Arena.

Roll call: Mr. Salgado yes, Mr. Butitta yes, Mr. Arena yes, Mr. Hoffman yes, Ms. Crosby yes and Mr. McDonald yes.

Mr. Salgado – No action was taken in closed session.

Other Matters

- Mr. Salgado spoke about following up with Mr. Thompson and Mr. Rickert about quarterly reports regarding the budget, incoming revenues and capital improvements.
- Mr. Arena spoke about having further discussions regarding funding through the Finance Committee and the Mental Health Board.

Motion to adjourn. Moved: Mr. Butitta, Seconded: Ms. Crosby.

Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling
Administrative Assistant

County of Winnebago, Illinois
Schedule of Revenues, Expenditures, and Changes in Fund Balance
Budget and Actual
General Fund

For The Month Ended February 28, 2021

	FY 2018 Actual (Audited)	FY 2019 Actual (Audited)	FY 2020 Actual (Audited)	FY 2021 Revised Annual Budget	FY 2021 Actual (Unaudited)	Variance with Budget Over (Under)	% of Budget (Target 41.67%)
Revenues							
Taxes							
Property, net	12,502,729	12,427,765	14,161,413	15,955,000	544,926	(15,410,074)	3.4%
Sales tax	1,600,316	1,337,632	1,404,489	1,240,000	452,615	(787,385)	36.5%
Quarter-cent sales tax	8,405,524	8,254,839	7,853,222	8,400,000	1,276,353	(7,123,647)	15.2%
Use tax	1,675,610	1,957,260	2,479,926	2,270,000	504,099	(1,765,901)	22.2%
Other	297,099	324,588	272,293	300,000	46,746	(253,254)	15.6%
Total taxes	24,481,278	24,302,084	26,171,343	28,165,000	2,824,739	(25,340,261)	10.0%
Intergovernmental							
State income tax allotments	3,048,179	6,253,726	3,931,903	3,820,343	340,907	(3,479,436)	8.9%
Replacement tax allotments	1,911,311	3,236,801	2,849,083	2,200,000	1,072,069	(1,127,931)	48.7%
Other	6,603,090	3,334,064	9,391,263	8,233,609	2,754,284	(5,479,325)	33.5%
Total intergovernmental	11,562,580	12,824,591	16,172,249	14,253,952	4,167,260	(10,086,692)	29.2%
Other							
Charges for services	8,174,998	7,606,148	7,478,349	8,689,500	4,045,184	(4,644,316)	46.6%
Fines and forfeitures	4,088,520	4,489,919	3,275,233	3,567,000	977,867	(2,589,133)	27.4%
Licenses and permits	691,511	456,050	600,560	615,000	228,645	(386,355)	37.2%
Investment income	265,084	498,230	332,255	75,000	6,389	(68,611)	8.5%
Other	1,243,589	124,362	328,119	174,500	232,290	57,790	133.1%
Total other	14,463,702	13,174,709	12,014,516	13,121,000	5,490,375	(7,630,625)	41.8%
Total revenues	50,507,560	50,301,384	54,358,108	55,539,952	12,482,374	(43,057,578)	22.5%
Expenditures, current							
Personnel	34,218,607	32,167,723	34,786,946	42,229,756	16,864,534	(25,365,222)	39.9%
Supplies and services	13,827,373	14,723,479	14,108,504	15,053,854	6,284,878	(8,768,976)	41.7%
Other	-	-	-	-	-	-	-
Total expenditures, current	48,045,980	46,891,202	48,895,450	57,283,610	23,149,412	(34,134,198)	40.4%
Debt Service							
Principal	18,178	18,498	189,211	267,000	223,164	(43,836)	83.6%
Interest	971	366	42,757	440,000	39,291	(400,709)	8.9%
Capital outlay	398,466	93,609	79,003	340,000	189,357	(150,643)	55.7%
Total expenditures	48,463,595	47,003,675	49,206,421	58,330,610	23,601,224	(34,729,386)	40.5%
Excess of revenues over (under) expenditures	2,043,965	3,297,709	5,151,687	(2,790,658)	(11,118,850)		
Other financing sources (uses)							
Property sales	-	18,551	172	-	8,900		
Transfers in	1,464,708	691,977	995,707	2,163,000	36,917	(2,126,083)	1.7%
Transfers (out)	(1,140,043)	(68,407)	(21,401)	(32,000)	-	32,000	0.0%
Issuance of general obligation debt	-	-	4,000	-	-		
Net change in fund balance	2,368,630	3,939,830	6,130,165	(659,658)	(11,073,033)		
Fund balance, beginning of period (audited)	14,431,798	16,800,428	20,740,258		26,870,423		
Restatement	-	-	-		-		
Fund balance, end of period	16,800,428	20,740,258	26,870,423		15,797,390		

* No revenue has been recognized for FY'21 property taxes.
State revenues are typically delayed 2 to 3 months.
Debt service transfers for FY'21 in the amount of \$2,586,613 were made in February.

County of Winnebago, Illinois
Schedule of Revenues, Expenditures, and Changes in Fund Balance
Budget and Actual
Public Safety Sales Tax Fund

For The Month Ended February 28, 2021

	FY 2018 Actual (Audited)	FY 2019 Actual (Audited)	FY 2020 Actual (Audited)	FY 2021 Revised Annual Budget	FY 2021 Actual (Unaudited)	Variance with Budget Over (Under)	% of Budget (Target 41.67%)
Revenues							
Taxes	28,670,879	28,447,956	27,001,246	27,810,000	4,619,791	(23,190,209)	16.6%
Intergovernmental revenues	21,312	17,675	80,287	10,000	2,048	(7,952)	20.5%
Investment income	29,662	45,411	25,047	-	1,394	1,394	
Other	870	-	-	-	-	-	
Total revenues	28,722,723	28,511,042	27,106,580	27,820,000	4,623,233	(23,196,767)	16.6%
Expenditures							
Personnel	23,498,727	25,289,260	24,861,313	19,762,127	8,937,357	(10,824,770)	45.2%
Supplies and services	1,673,338	1,950,995	1,777,130	2,216,857	585,589	(1,631,268)	26.4%
Debt Service	87,036	213,264	186,391	115,574	115,574	-	100.0%
Capital outlay	-	-	-	-	-	-	
Total expenditures	25,259,101	27,453,519	26,824,834	22,094,558	9,638,520	(12,456,038)	43.6%
Excess of revenues over (under) expenditures	3,463,622	1,057,523	281,746	5,725,442	(5,015,287)	(10,740,729)	
Other financing sources (uses)							
Transfers in	-	-	-	-	-	-	
Transfers (out)	(5,176,425)	(5,649,800)	(5,258,678)	(5,066,478)	(5,066,478)	-	100.0%
Proceeds from capital lease	-	-	-	-	-	-	
Net change in fund balance	(1,712,803)	(4,592,277)	(4,976,932)	658,964	(10,081,765)	(1,248,159)	
Fund balance, beginning of period (audited)	11,733,960	10,021,157	5,428,880		451,948		
Fund balance, end of period	10,021,157	5,428,880	451,948		(9,629,817)		



Capital Improvement Plan (CIP)

FY 2021

What is a CIP:

A capital improvement plan (CIP) is a tool to help organizations make good budgeting decisions for large projects and purchases, based on goals and resources. The CIP exists as a supplement to the organization's larger strategic plan and must always be aligned with its goals and strategy.

Reasons for the CIP:

- It is more cost effective to maintain assets than repair assets
- There are liability costs and risks when work environments are not in good repair
- There are public safety concerns when public areas are not maintained
- County staff cannot work at optimal efficiency with poorly functioning and or obsolete equipment

Goals of the CIP:

- ✓ Public safety
- ✓ Liability mitigation
- ✓ Repair cost reduction
- ✓ Employee efficiency

Recommendation for Funding the CIP:

Winnebago County annually receives 4.5 million dollars in Host Fee Funds. Currently 75% of these funds are spent on economic development, community projects and nonprofit programs. The amount of draw down from these organizations is scheduled to drop to 45% over the next twelve years. This will occur as long as no new commitments are added.

Recommendation for Funding the CIP:

To fund the proposed CIP in 2021 the following disbursement is requested from the Host Fee Fund to the Capital Projects Fund:

2021

\$3,000,000

This request can be accomplished without seeking a bond issuance or incurring additional debt. Also, the Host Fee Fund does not require a three month unrestricted fund balance reserve. A budget ordinance is already prepared for your consideration. The fund reserve in the Host Fee Fund is currently \$5,293,000

Recommendation for Funding the CIP:

Winnebago County is due to receive 27,400,000 in American Rescue Plan (ARP) Funds in April or May of this year. Also an additional \$27,400,000 in funds should arrive 12 months thereafter. It is anticipated that 6,000,000 of our current capital plan would qualify for ARP. This is why we are only asking for \$3,000,000 out of the original \$9,000,000 from host fee funds. An ARP budget for FY-2021 is currently in the works and Should be available within the next 60 to 90 days.

CIP Timeline for Winnebago County:

- ✓ Initial meeting with Speer Financial Jan 7
- ✓ CIP request forms sent to county offices Jan 12
- ✓ Initial deadline for CIP requests Jan 21
- ✓ Sort projects based on suitability for the American Rescue Plan Mar 26
- ✓ CIP presentation with County Chairman and Administrator Mar 31
- ✓ CIP presentation Finance Committee Apr15
- ✓ CIP Budget Ordinance Presented Finance Committee Apr 15
- CIP presentation to County Board Apr 22
- CIP Budget Ordinance Presented Apr 22

Other Considerations of the CIP:

- The County Board will review and approve CIP requests
- Local businesses could be given priority with CIP projects
(Economic Development)
- CIP priorities begin with public safety
- CIP expenditures are to maintain mission critical assets
- CIP expenditures will reduce liability and improve efficiency



Capital Improvement Plan (CIP)

FY 2021



Capital Improvement Plan (CIP) Requests

FY 2021

Projects not assigned are not highlighted

Projects assigned to the American Rescue Plan
are highlighted in orange

Projects assigned to Capital Improvement Plan
are highlighted in blue

Date: 1/15/2021
 Department: Animal Services
 Contact Person: Brett Frazier, Administrator
 Email: bfrazier@wincoil.us
 ORG code: 46210, 46320, 46310

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Facility renovation and addition to address space and systems issues	\$1,395,000	Address significant facility needs including: replacement of HVAC and reconfiguration of spaces to address air quality/circulation, renovation of exam room, separation of species and creation of improved cat and dog housing, improved resident accessibility, improve efficiency of workflow and safety, etc.
Total request		\$ 1,395,000.00

Date: 1/15/2021
 Department: Circuit Court
 Contact Person: Tom Jakeway
 Email: tjakeway@17thcircuit.illinoiscourts.gov
 ORG code: 3200

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Security Windows: Office of the Chief Judge	\$15,000	Replace current reception windows with pass-through, bulletproof security windows.
Judicial Bench Expansion	\$480,000	Courtroom renovations to expand workspace; 7 courtrooms have inadequate spacing for personnel and technology needs. Three courtrooms budgeted in Y1. Includes carpet replacement.
Hardening security of courthouse	\$50,000	Security window film for courthouse windows. Recommended by a Safety Study.
Hardening security of courthouse	\$500,000	Installation of security doors for courtrooms and judicial offices.
Replace Juror chairs in courtrooms	\$100,000	Courtroom juror chairs. Three courtrooms budgeted for Y1
Total request	\$ 1,145,000.00	

Date:	1/21/2021
Department:	Regional Planning & Eonomic Development
Contact Person:	Chris Dornbush
Email:	cdornbush@wincoil.us
ORG code	15000

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
(36"-42") Large Format Plotter & Scanner combination	\$8,000	Printing large scale maps and/or images for County use. Scanning large prints and exhibits for office as part of developments occuring. Scan exising aerials for County use. Existing plotter is greater than 11 years old.
Total request	\$ 8,000.00	

Date:	1/20/2021
Department:	Facilities Building Maintenance
Contact Person:	Shawn Franks
Email:	sfranks@wincoil.us
ORG code	12000 Project 01052

CAPITAL IMPROVEMENT PLAN REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Elevator Controllers are no longer supported (Obsolete)	110,000.00	
Replace HVAC CPU's are no longer supported (Obsolete)	50,000.00	
Repair sidewalk Various Locations	30,000.00	
Replace Fire Panel may have to replace devices	25,000.00	
New Truck and Plow	45,000.00	
Total request	\$ 260,000.00	

Date:	1/14/2021
Department:	Facilities Building Maintenance
Contact Person:	Shawn Franks
Email:	sfranks@wincoil.us
ORG code	12000 Project 01526

CAPITAL IMPROVEMENT PLAN REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Replace Elevator Motors End of Life No longer Serviceable	50,000.00	
Replace HVAC CPU's are no longer supported (Obsolete)	50,000.00	
Replace RTU	75,000.00	
Replace Carpet and Flooring	45,000.00	
Total request	\$ 220,000.00	

Date:	1/20/2021
Department:	Facilities Building Maintenance
Contact Person:	Shawn Franks
Email:	sfranks@wincoil.us
ORG code	12000 Project 01053

CAPITAL IMPROVEMENT PLAN REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Courthouse Replace Roof 4 story section	275,000.00	
Elevator Controllers are no longer supported (Obsolete)	275,000.00	
Replace Fire Pump installed 1994	30,000.00	
Courthouse Replace HVAC CPU's	50,000.00	
Courthouse Repair sidewalks various locations	30,000.00	
Total request	\$ 660,000.00	

Date:1/20/2021

Department:Facilities Building Maintenance

Contact Person:Shawn Franks

Email:sfranks@wincoil.us

ORG code12000 Project 01721

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Replace HVAC CPU's are no longer supported (Obsolete)	50,000.00	
UPS no longer supported (Obsolete)	80,000.00	
Energy Recovery Wheel Retro-Fit	55,000.00	
Total request	\$ 185,000.00	

Date:	1/20/2021
Department:	Facilities Building Maintenance
Contact Person:	Shawn Franks
Email:	sfranks@wincoil.us
ORG code	Juvenile Detention

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Replace RTU's HVAC	300,000.00	
Repave Parking Lot	200,000.00	
Replace HVAC CPU's are no longer supported (Obsolete)	50,000.00	
Replace Plumbing for Cells (Obsolete)	40,000.00	
Total request	\$ 590,000.00	

Date:1/13/2021

Department:Facilities Building Maintenance

Contact Person:Shawn Franks

Email:sfranks@wincoil.us

ORG code12000 Project 01056

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Replace Cooling Tower	110,000.00	
Replace HVAC CPU's are no longer supported (Obsolete)	50,000.00	
Total request	\$ 160,000.00	

Date:1/20/2021

Department:Facilities Building Maintenance

Contact Person:Shawn Franks

Email:sfranks@wincoil.us

ORG code12000 Project 01054

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Elevator Controllers are no longer supported (Obsolete)	110,000.00	
Replace Fire Panel may have to replace devices	25,000.00	
Replace HVAC CPU's	30,000.00	
Total request	\$ 165,000.00	

Date:1/20/2021

Department:Facilities Maintenance

Contact Person:Shawn Franks

Email:sfranks@wincoil.us

ORG code27000

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
PSB Demo/Remodel Engineering	1,800,000.00	
Total request	\$ 1,800,000.00	

Date:	1/12/2021
Department:	Facilities Building Maintenance
Contact Person:	Shawn Franks
Email:	sfranks@wincoil.us
ORG code	74500

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Replace cement for all patios and inner walkways	300,000.00	
Nurse Call	110,000.00	
Replace Steam Kettles with Gas Fired Steamers	90,000.00	
Replace Wander Guard	60,000.00	
Total request	\$ 560,000.00	

Date:1/20/2021

Department:Facilities Building Maintenance

Contact Person:Shawn Franks

Email:sfranks@wincoil.us

ORG codeHealth Department

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Replace HVAC CPU's are no longer supported (Obsolete)	50,000.00	
Total request	\$ 50,000.00	

Date:	1/15/2021
Department:	Highway
Contact Person:	Carlos Molina
Email:	cmolina@wincoil.us
ORG code	46100

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Boom Mower and Tractor	100,000	This equipment allows to safely trim trees, brush and mow hard to reach areas (behind guard rails, embankments, near creeks, etc).
New windows for the Maintenance Garage Building	7,000	Replace 7 old inneficient leaky windows (\$800-1,000 each)
Traffic signals corner of Baxter and Route 251	46,000	Improve traffic flow and enhance value of TIFF district
Total request	\$ 153,000	

Date:	1/14/2021
Department:	DoIT
Contact Person:	Gus Gentner
Email:	Gus@wincoil.us
ORG code	19500

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Server for North Campus redundancy	17,500.00	Redundant login capabilities for all supported networks; North Campus
Gigabit to the desktop	1,966,600.00	Year 1: Upgrade Network Backbone Infrastructure. Upgrade downtown fiber ring from 10 Gb to 100 Gb, upgrade iFiber to North Campus from 1Gb to 10Gb, and upgrade point-2-point wireless to North Campus with (2 pair) 4 Gb radios. Chassis replacement in all Core network infrastructure. Radio replacement requires tower climbers, FCC licensing, tower surveys, etc.
Collapse 5th floor 404 Elm MDF and enhance RDoIT (courthouse) MDF	300,000.00	Relocate telco headend to basement 404 Elm; Relocate server, SANs and other equipment residing in the 404 Elm MDF to R-DoIT (courthouse MDF)
Cybersecurity Replace/Enhance (hardware/software/services)	400,000.00	Ex. Mail filtering, web filtering, firewalls, desktop/server/network security

Starcom21 Radio Reception Improvements	375,000.00	Enhance coverage in RBNH, courthouse basement, tunnel, courtrooms
SAN Replication Stage 1 High Availability	90,000.00	SAN for Virtual Cluster Data replication. Required for High Availability
County Clerk/County Recorder Combination	200,000.00	Reengineer compute/data for combining offices
Private cloud data back up build out and first year service (airgap)	104,000.00	Offsite data backup and storage
Out of warranty PCs	1,180,344.00	748 as of 1/15/21 @ \$1,253 hardware+\$325 for MS Office - does not account for unplanned additions
Total request	\$ 4,633,444.00	

Date: 1/12/2021

Department: Memorial Hall

Contact Person: Scott Lewandowski

Email: director@veteransmemorialhall.com

ORG code: 45500

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Computer, laptop, Surface tablet, scanner	10,000.00	upgrade and Improve department functionality
remove outdoor lawn sprinkler system	10,000.00	remove non functioning lawn sprinkler system and eliminate \$600. annual inspection fee from City
Tuck Point & Power Wash building	25,000.00	Address issues and help maintain building appearance and integrity
Repair building fascia and downspouts	15,000.00	repair current issues with leaking and runoff control
Repair and replace limestone entrance steps and building limestone blocks	50,000.00	Steps and foundation blocks are deteriorating and crumbling creating a trip hazard and structural integrity issues
repair and paint and powder coat exterior historic light post and stair railings	40,000.00	paint chipping and rusted metal railings and restore four original cast iron light post
paint and repair building windows	45,000.00	repair and paint peeling and rotten wood windows
Total request	\$ 195,000.00	

Date: 1/15/2021
 Department: Court Services
 Contact Person: Debbie Jarvis
 Email: djarvis@17thcircuit.illinoiscourts.gov
 ORG code: 21500

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Bathroom Tile/Counter replacement - 526	10,000.00	Replace missing, damaged tile and counters in several staff and client bathrooms
Desk Chair Replacement	8,000.00	Replacement of aging mesh desk chairs on a rotating basis.
Remove carpet/replace with tile - 3rd floor kitchen/breakroom - 526	5,000.00	Removal of old, damaged carpet and replace with tile for durability and cleaning cost savings.
Computer Replacement -paid through Probation Fee Account (not included in total request)	42,000.00	Replace aging technology on rotating basis
Vehicle - paid through Probation Fee Account (not included in total request)	30,000.00	Replace aging vehicle
Total request	\$ 95,000.00	

Date:	1/14/2021
Department:	Public Defender's Office
Contact Person:	David Doll
Email:	ddoll@17thcircuit.illinoiscourts.gov
ORG code	34000

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Forty Lap Top Computers. They are approximately \$800 each.	\$32,000	Necessary to upgrade currently outdated computers and improve staff efficiency.
Remodel current storage space labelled "room 244" at 400 W. State Street into two offices.	\$40,000	Necessary for personal office space for attorneys.
Total request	\$ 72,000.00	

Date:1/14/2021

Department:Purchasing Department

Contact Person:Ann Johns

Email:ajohns@wincoil.us

ORG code81100

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2022	
ITEM REQUESTED	COST	PURPOSE
Replacement meter and mailing machine with larger scale. Request 1st qtr 2022	\$25,000	Replace the very worn meter and mail machine current used in the Purchasing Dept. Plus we need a larger scale to handle more of the packages mailed by departments.
Total request	\$ 25,000.00	

Date:	4/6/2021
Department:	RBNH
Contact Person:	Pat McDiarmid
Email:	pmcdiarmid@wincoil.us
ORG code	

CAPITAL IMPROVEMENT PLAN REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Network Components	20,000.00	POE Plus upgrades to switches, additional wireless access points.
Computers for med carts (8)	12,000.00	Prescription distribution may require scanners.
Annual cost of PCC	169,000.00	Cloud based Point Click Care (PCC) software to manage the care facility.
Salary & Benefits for the Healthcare Information Technology Administrator	75,000.00	
PCs, wireless Mitel phones, desktop Mitel Phones	30,000.00	
Total request	\$ 297,000.00	

Date: 1/14/2021
 Department: Sheriff
 Contact Person: Tami Goral
 Email: goralt@wcso-il.us
 ORG code: 24000 / 40116

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Replace thirty-three (33) Patrol SUV's (including equipment) \$59,000 per vehicle	1,947,000.00	Current vehicles were purchased in 2017. Vehicles are used 24 hours a day, which causes severe wear on the engine. As the older the vehicles get, our maintenance costs increase.
Two (2) new Vehicles in the Detective Division	60,000.00	Currently we do not have a vehicle for the Lt and Sgt in the Detective Division.
Replace Two (2) detective squad cars (unmarked)	60,000.00	#43 is a 2013 with 90,300 miles and #89 is a 2013 with 85,400 miles.
Replace two (3) vehicles in Administration. (\$33,000/vehicle)	99,000.00	Administration: 1 2009 with 80,000 and 1 2009 with 87,293 miles.
Replace two (2) K9 Squads	110,000.00	Replace squad 80 and 84 (2015), both have high mileage and has had numerous repairs.

Eight (8) HP Probooks with accessories	16,260.00	With the recent pandemic, we realized that the technology in the Detective Bureau was ineffective. It was difficult having employees work remotely. By purchasing laptops, they will be able to complete their work either in the office or remotely.
PC Obsolescence	62,650.00	PER COUNTY IT: Year 1: PC Obsolescence. PC obsolescence planning - Replace legacy Windows PCs.
NextGen LEA / Security Appliances	100,000.00	PER COUNTY IT: Multi-Factor Authentication (MFA) for CJIS Compliance. Multiple authentication mechanism to verify user's identity - access control.
MorphoTrak Hardware Replacement	130,812.00	PER COUNTY IT: Livescan Hardware Replacement. Upgrade hardware / software for fingerprint acquisition.
Internal Wireless Access Point (WAP)	12,000.00	PER COUNTY IT: NextGen Wireless access points. Evidence Rooms Criminal Justice Center / mesh network.
Total request	\$ 2,597,722.00	

Date:
 Department:
 Contact Person:
 Email:
 ORG code

1/14/2021
Sheriff / Corrections
Tami Goral
goralt@wcco-il.us
21000 / 40115

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Replace Integrator System in the Jail, camera System inside the Jail and outside to include MTOP system. Upgrade Central control and 2nd floor control.	2,386,060.00	The system has become obsolete. The system controls all the doors, cameras and other equipment in the jail. The upgrade is at the suggestion of Shawn and Dave in County Maintenance.
Replace 25 ballistic vests in the Jail	24,000.00	The vests must be replaced every five years, which is per the manufacture requirements. These vests are for the CERT Team.
Replace Dishwasher	150,000.00	At end of life.
Total request	\$ 2,560,060.00	

Date:

1/15/2021

Department:

Winnebago County State's Attorney's Office

Contact Person:

Stephanie Bahling

Email:

sbahling@wincoil.us

ORG code

31000

CAPITAL IMPROVEMENT PLAN REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Laptop Computers: Replace 20 laptops. The cost associated includes Microsoft office as well as an additional 8GB of ram. See attached quote.	\$23,611.00	Our office did not get the capital request for the past two years. Mr. Chapman was able to provide funding to replace only 15 laptops in December, 2019.
Desktop Computers: Replace 14 desktop computers. The cost associated includes Microsoft Office. See attached quote.	\$18,508.84	Our office did not get the capital request for the past two years. Mr. Chapman was able to provide funding to replace only 4 desktop computers in December, 2019.
Replace Mitel desk phones: The cost associated with this expense is to purchase Mitel 6930 IP Phone at \$246/phone. See attached quote.	\$19,680.00	Up grade 80 desk phones throughout the office.
Copiers - 4 additional Canon Image Runners for the 6th and 7th floor. The quote listed \$9.995 each if purchased outright however leasing in an option at \$229/month per copier. See attached quote.	\$39,980.00	It has been announced that criminal case filings will be processed digitally beginnin April, 2021. To support this initiative our office would need four additional copiers for the
Fijutsi Scanners - purchase 5 new desk scanners. See attached quote.	\$4,530.65	Scanning case files - our office is moving to digital scanning for all court case files. Scanners will be needed on all work stations to enable all support staff to scan documents.
CD/DVD/Blu-Ray Duplicators: Purchase 10 duplicators. See attached quote.	\$6,117.60	Duplicate digital evidence - Our office receives hundreds of cd's, dvd's and Blu-Ray discs that need to be duplicated to turn over to the defense as discovery. Our office currently has only 2 duplicators for the entire office. We have 10 trial teams.
Desk printers: Purchase 16 replacement printers. 10 black and white and 6 color printers. See attached quote.	\$3,379.48	Many of the printers in the office are 10+ years old and need to be replaced.
Total request	\$115,807.57	

Date:	4/8/2021
Department:	Winnebago County State's Attorney's Office
Contact Person:	J. Hanley
Email:	jhanley@wincoil.us
ORG code	31000

CAPITAL IMPROVEMENT PLAN REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Ford Fusion. See attached quote.	\$21,405.00	The State's Attorney's office would use this vehicle for investigative purposes. The requested vehicle would replace an existing vehicle that are now 10 years old.
Ford Fusion. See attached quote.	\$21,405.00	The State's Attorney's office would use this vehicle for investigative purposes. The requested vehicle would replace an existing vehicle that are now 10 years old.
Total request	\$42,810.00	

Date: 1/20/2021
 Department: Treasurer
 Contact Person: Theresa Goral
 Email: tgrennan11@gmail.com
 ORG code: 17000

CAPITAL IMPROVEMENT PLAN
REQUEST FORM

YEAR	2021	
ITEM REQUESTED	COST	PURPOSE
Envelope opener	8,419.00	Item need to open tax payments collected per State Statues, we were quoted 7,000.00 to repair current opener.
Total request	\$ 8,419.00	



Capital Improvement Plan (CIP) Requests

FY 2021



Resolution Executive Summary

Prepared By: David J. Rickert
Committee: Finance Committee
Committee Date: April 15, 2021
Resolution Title: An ordinance providing for the creation of a Capital Improvement Plan budget

County Code: Not Applicable

Board Meeting Date: April 22nd, 2021

Budget Information:

Was item budgeted?	No	Appropriation Amount: \$3 Million
If not, explain funding source: Host Fees		
ORG/OBJ/Project Code:	82200	Budget Impact: \$3 Million

Background Information: An ordinance providing for the creation of a Capital Improvement Plan Budget. The capital improvement plan will be funded using money from the Host Fee reserves. It is critical that Winnebago County begins to address it's significant present and future capital needs, to avoid cost repairs and possible litigation. This budget amendment will be the first step in addressing the county's capital improvement plans.

Recommendation: Staff Concurs

Contract/Agreement:

Legal Review:

Follow-Up: Not Applicable

2021 Fiscal Year

Sponsored by:
Jaime Salgado, Finance Committee Chairman

Finance: April 15, 2021
Lay Over: April 22, 2021
Final Vote: May 13, 2021

2021 CO

TO: THE HONORABLE BOARD MEMBERS OF THE COUNTY OF WINNEBAGO, ILLINOIS

The Winnebago County Finance Committee presents the following Ordinance amending the Annual Appropriation Ordinance for the fiscal year ending September 30, 2021 and recommends its adoption.

ORDINANCE

WHEREAS, Winnebago County has developed a Capital Improvement Plan to address the count's future capital needs. The first part of this plan is to be paid for with funds from the Host fee.

WHEREAS, the Winnebago County Board adopted the "Annual Budget and Appropriation Ordinance" for the fiscal year ending September 30, 2021 at its September 24, 2020 meeting; and,

WHEREAS, 55ILCS 5/6-1003(2014), states, "After the adoption of the county budget, no further appropriations shall be made at any other time during such fiscal year, except as provided in this Act. Appropriations in excess of those authorized by the budget in order to meet an immediate emergency may be made at any meeting of the board by a two-thirds vote of all the members constituting such board, the vote to be taken by ayes and nays and entered on the record of the meeting."

NOW, THEREFORE, BE IT ORDAINED, that the County Board deems that pursuant to the provisions as set forth in 55ILCS 5/6-1003(2014), certain conditions have occurred in connection with the operations of the County which are deemed to be immediate emergencies; therefore the increases detailed per the attached Request for Budget Amendment are hereby authorized for Amendment **#2021-008 Capital Improvement Plan**.

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(AGREE)

Respectfully Submitted,
FINANCE COMMITTEE
(DISAGREE)

JAIME SALGADO,
FINANCE CHAIRMAN

JAIME SALGADO,
FINANCE CHAIRMAN

JEAN CROSBY

JEAN CROSBY

JOE HOFFMAN

JOE HOFFMAN

PAUL ARENA

PAUL ARENA

STEVE SCHULTZ

STEVE SCHULTZ

KEITH McDONALD

KEITH McDONALD

JOHN BUTITTA

JOHN BUTITTA

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois this ____ day of _____ 2021.

ATTESTED BY:

JOSEPH CHIARELLI
CHAIRMAN OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

LORI GUMMOW
CLERK OF THE COUNTY BOARD
OF THE COUNTY OF WINNEBAGO, ILLINOIS

2021
WINNEBAGO COUNTY
FINANCE COMMITTEE
REQUEST FOR BUDGET AMENDMENT

DATE SUBMITTED: 4/9/2021 AMENDMENT NO: 2021-008							
DEPARTMENT: Capital Projects SUBMITTED BY: Dave Rickert							
FUND#: 0743 & 0116 DEPT. BUDGET NO. 82200 & 41700							
Department Org Number	Object (Account) Number	Object (Account) Description	Adopted Budget	Amendments Previously Approved	Revised Approved Budget	Increase (Decrease)	Revised Budget after Approved Budget Amendment
Expenditures							
82200	41999	Contingency Budget	\$0	\$0	\$0	\$311,271	\$311,271
82200	42115	Non-Capital Office Equipment	\$0	\$0	\$0	\$222,107	\$222,107
82200	46310	Land Improvements	\$0	\$0	\$0	\$570,000	\$570,000
82200	46320	Building Improvements	\$0	\$0	\$0	\$497,000	\$497,000
82200	46410	Automobiles	\$0	\$0	\$0	\$117,810	\$117,810
82200	46430	Machinery & Equipment	\$0	\$0	\$0	\$1,080,000	\$1,080,000
82200	46500	Office Furniture & Equipment	\$0	\$0	\$0	\$25,000	\$25,000
82200	46586	Data Processing Equipment	\$0	\$0	\$0	\$130,812	\$130,812
82200	46330	Roadway	\$0	\$0	\$0	\$46,000	\$46,000
82200	39110	Transfer From Other Funds	\$0	\$0	\$0	(\$3,000,000)	(\$3,000,000)
Revenue							
41700	49110	Transfer to Other Funds	\$1,000,000	\$0	\$1,000,000	\$3,000,000	\$3,000,000
TOTAL ADJUSTMENT:						\$3,000,000	
Reason budget amendment is required:							
Winnebago County has developed a Capital Improvement Plan to address the county's future capital needs. The first part of this plan is to be paid for with funds from the Host Fee.							
Potential alternatives to budget amendment:							
None							
Impact to fiscal year 2021 budget:							
\$3,000,000							
Revenue Source: Fund Balance							