

FINANCE COMMITTEE

AGENDA

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

DATE: THURSDAY, MARCH 17, 2022
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 December 16, 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. Resolution Awarding Elevator Modernization for the Administration Building (CIP)
- F. Resolution for Winnebago County Animal Services Building Renovations (ARP)
- G. Resolution for Approval of Budget Amendment for Reimbursable Technology Expenditures
- H. Fiscal Year 2023 Budget Calendar
- I. Other Matters
- J. Adjournment

Approval of Minutes

**Winnebago County Board
Finance Committee Meeting**
County Administration Building
404 Elm Street, Room 510
Rockford, IL 61101

Thursday, December 16, 2021
Immediately Following Operations and Administrative Committee

Present:

Steve Schultz, Vice Chairman
John Butitta
Paul Arena
Joe Hoffman
Keith McDonald

Absent:

Jaime Salgado
Jean Crosby

Others Present:

Pat Thompson, County Administrator
Dave Rickert, Chief Financial Officer
Dan Magers, IT Department
Lafakeria Vaughn, State's Attorney's Office
Melinda Macias, Purchasing Department
Chris Petrus, IT Department
Phillip Luetkehans
Gus Gentner, IT Department
Tom Jakeway, Trial Court Administrator
Eric Apitz, IT Department
Nicole Ticknor, 17th Judicial Circuit Court
Ed Marshall

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of September 2, 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. Closed Session to Review Closed Session Minutes and Discuss Pending Litigation
- F. Discussion Item – Federal Emergency Management Agency (FEMA) Grant Update
- G. Resolution of Support for ERAP 1 and ERAP 2 Programs
- H. Resolution Regarding Winnebago County's Participation in the Distributor and Janssen/Johnson & Johnson Settlements (Opioid Litigation)
- I. An Ordinance Establishing Civil Fees, Criminal, and Traffic Assessments to be Charged by the Circuit Clerk
- J. Resolution for Approval of Budget Amendment for Justice for Families Grant Fund 01069
- K. Resolution for Approval of Budget Amendment for Justice for Families Grant Fund 01089
- L. Resolution for Gigabit to the Desktop Project Tech Engineering (ARP)
- M. Resolution for Storage Device Consolidation and Upgrade (ARP)
- N. Other Matters
- O. Adjournment

Vice Chairman Schultz called the meeting to order at 5:30 PM.

Motion to approve the minutes of September 2, 2021

Moved: Mr. Butitta, Seconded: Mr. Arena.

Motion passed by unanimous voice vote.

Public Comment

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

Discussion Item – Federal Emergency Management Agency (FEMA) Grant Update

- A discussion followed.

Resolution of Support for ERAP 1 and ERAP 2 Programs

Motion by Mr. Arena and Seconded by Mr. Butitta.

- A discussion followed.

Motion passed by unanimous voice vote.

Resolution Regarding Winnebago County’s Participation in the Distributor and Janssen/Johnson & Johnson Settlements (Opioid Litigation)

Motion by Mr. Arena and Seconded by Mr. Butitta.

- A discussion followed.

Motion passed by unanimous voice vote.

An Ordinance Establishing Civil Fees, Criminal, and Traffic Assessments to be Charged by the Circuit Clerk

Motion by Mr. Butitta and Seconded by Mr. McDonald.

- A discussion followed.

Motion passed by unanimous voice vote.

**Resolution for Approval of Budget Amendment for Justice for Families Grant Fund 01069
Resolution for Approval of Budget Amendment for Justice for Families Grant Fund 01089**

Motion by Mr. Arena and Seconded by Mr. Butitta.

- A discussion followed.

Motion passed by unanimous voice vote.

Resolution for Gigabit to the Desktop Project Tech Engineering (ARP)

Motion by Mr. Butitta and Seconded by Mr. Arena.

- A discussion followed.

Motion passed by unanimous voice vote.

Resolution for Storage Device Consolidation and Upgrade (ARP)

Motion by Mr. Arena and Seconded by Mr. Butitta.

- A discussion followed.

Motion passed by unanimous voice vote.

Mr. Schultz – Motion to go into closed session.

Moved: Mr. Hoffman, Seconded: Mr. Butitta.

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

Other Matters

- Mr. Arena spoke about a prior Committee meeting when the tax agent was present to speak about a program.
- Mr. Rickert mentioned that Baker Tilly will probably have a proposal at the meeting in January.

Motion to adjourn. Moved: Mr. Butitta, Seconded: Mr. Arena.
Motion passed by unanimous voice vote.

Respectfully submitted,

Amy Ferling
Administrative Assistant



Resolution Executive Summary

Prepared By: Purchasing Department
Committee: Finance Committee
Committee Date: March 17, 2022
Resolution Title: Resolution Awarding Elevator Modernization for the Administration Building
County Code: Winnebago County Purchasing Ordinance
Board Meeting Date: March 24, 2022

Budget Information:

Was item budgeted? Yes - CIP Funded	Appropriation Amount: \$357,962.00 \$ 66,550.00
If not, explain funding source:	
ORG/OBJ/Project Code: 82200-46430-C2102	Budget Impact: N/A

Background Information:

In May 2021, the Winnebago County board passed a Capital Improvement Plan, which included modernizing the two elevators in the County Administration Building. Many aspects of the elevators and electrical components are obsolete, or not in code compliance. The extensive list of work is detailed on Exhibits A and B. The upgrades will make the elevators more reliable and safer, in addition to, making them ADA compliant. Currently there are no car handrails, which are useful for riders' stability and support, as well as, protecting elevator interior finishes.

The total elevator costs include cab upgrades of \$11,260 for both elevators, plus a small 5% contingency. Included is a 10% contingency for unforeseen electrical work and equipment.

Recommendation: Shawn Franks - Facilities Engineer

Contract/Agreement: See Exhibit A and Exhibit B for agreement details

Legal Review: N/A

Follow-Up: Purchasing Department will obtain the Chairman's signature and issue County Purchase Orders to Schumacher Elevator Company and Wilson Electric Co.