

**REVISED**  
**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. Resolution Authorizing use of Winnebago County Health Department Surplus Funds to Pay Off the Bond on 555 N. Court Street
- H. Discussion regarding the 2023 Capital Budget Requests
- I. Discussion regarding the County's 457(b) Employee Deferred Compensation Retirement Plan
- J. Discussion regarding the IMRF Plan
- K. Closed Session Pursuant to OMA, 5 ILCS 120/2(c)(6)
- L. Future Agenda Items
- M. 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

**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

**Absent:**

Dorothy Redd

**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        | Owner Project Manager-Construction Management                             | \$ 43,200             | Huffman            |
| 202        | Plan Review   | \$ 528                | RLJ                |
| 231        | Architectural Fees-Phase 3 Construction Administration                    | \$ 43,268             | RLJ                |
| 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<br>601<br>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

| 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        | Owner Project Manager-Construction Management                             | \$ 43,200             | Huffman            |
| 202        | Plan Review   | \$ 528                | RLJ                |
| 231        | Architectural Fees-Phase 3 Construction Administration                    | \$ 43,268             | RLJ                |
| 250        | Added HVAC Exhaust in the Existing Cat/Dog Wards-Design                   | \$ 4,000              | TBD                |
|            | <b>Subtotal Professional Services Fees</b>                                | <b>\$ 90,996</b>      |                    |
| 300        | <b>CONSTRUCTION</b>   | <b>Current Budget</b> | <b>Vendor</b>      |
| 301        | Construction Costs (Includes All Add Alts)                                | \$ 2,088,388          | Scandrolis         |
| 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             | Scandrolis         |
| 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        | Misc. appliances  |                       |                    |
| 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             | Scandrolis         |
| 548        | Flat Roof Replacement Allowance   | \$ 45,000             | Scandrolis         |
| 549        | Added HVAC Exhaust in the Existing Cat/Dog Wards-Construction             | \$ 150,000            | TBD                |
|            | <b>Subtotal Other Expenses</b>  | <b>\$ 240,000</b>     |                    |

|                   |  |                       |               |
|-------------------|--|-----------------------|---------------|
| 600<br>601<br>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>   |               |

|  |    |         |                       |                    |
|--|----|---------|-----------------------|--------------------|
| <b>FF&amp;E-Operational Equipment Costs (From Brett WCAS Funding Source)</b> |    |         | <b>Total Funded</b>   | <b>\$2,174,856</b> |
| X-Ray  | \$ | 45,000  | <b>Total Unfunded</b> | <b>\$623,835</b>   |
| 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          |
| <b>Total</b>   | <b>\$ 2,798,691</b> |



# Resolution Executive Summary

Prepared By: David J. Rickert

Committee: Operations and Administrative Committee

Committee Date: February 2, 2023

Resolution Title: Resolution Authorizing Use of Winnebago County Health Department Surplus Funds to Pay off the Bond on 555 N. Court Street

County Code: Not Applicable

Board Meeting Date: February 9, 2023

## Budget Information:

|   |                |                                      |
|---|----------------|--------------------------------------|
| Was item budgeted?  | No             | Appropriation Amount: Not Applicable |
| If not, explain funding source: Existing fund balance General Fund and Health Department Fund |                |                                      |
| ORG/OBJ/Project Code:   | Not Applicable | Budget Impact:                       |

Background Information: The Health Department Fund has funds available to pay off its bond liability. The Finance Committee of the County Board has determined that it is in the best interest of the County to pay off the bonds in exchange for an agreement with the Winnebago County Health Department related to the Winnebago County Health Department's continued use of the Property.

Recommendation: Finance Department recommends.

Contract/Agreement: See attached document

Legal Review: Not Applicable

Follow-Up: Not Applicable

**RESOLUTION OF THE  
COUNTY BOARD  
OF THE COUNTY OF WINNEBAGO, ILLINOIS**

Sponsored by: Keith McDonald, Committee Chairman  
Submitted by: Operations and Administrative Committee  
2023 CR

---

**RESOLUTION AUTHORIZING USE OF WINNEBAGO COUNTY HEALTH  
DEPARTMENT SURPLUS FUNDS TO  
PAY OFF THE BOND ON 555 N. COURT STREET**

---

**WHEREAS**, in December of 2009, the Winnebago County Board authorized the purchase of 555 N. Court Street, Rockford, Illinois (the "Property"), for the benefit of the Winnebago County Health Department ("WCHD"); and

**WHEREAS**, at that same time the County Board authorized the issuance of 2010C bonds in an amount not to exceed \$4.5 million to cover acquisition and renovation costs related to the Property; and

**WHEREAS**, in March of 2010, the County of Winnebago purchased the Property and the WCHD moved some of its operations from its facility at 401 Division Street, Rockford, Illinois, to the Property; and

**WHEREAS**, at the time of purchase there were seven (7) tenants leasing space at the Property and that number has decreased to four (4) tenants, including the Winnebago County Veteran's Administration; and

**WHEREAS**, the WCHD has paid rent to the County every year to support repayment of the bonds issued on behalf of WCHD for the purchase and renovation of the Property; and

**WHEREAS**, the WCHD has now decommissioned 401 Division Street and moved all of its operations to the Property; and

**WHEREAS**, the WCHD has expanded its services at the Property and intends to continue to expand its services, requiring dedicated workspaces for its operations with secured, public access; and

**WHEREAS**, the original 2010C bonds have been refunded with 2020B bonds; and

**WHEREAS**, the WCHD has effectively managed its financial resources and has sufficient surplus funds to pay off the 2020B bonds on the Property in the amount of \$1,766,020; and

**WHEREAS**, the Operations and Administrative Committee of the County Board of the County of Winnebago, Illinois has determined that it is in the best interests of the County of Winnebago and WCHD to pay off the bonds in exchange for an agreement with the WCHD related to the WCHD's continued use of the Property.

**NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED**, by the County Board of the County of Winnebago, Illinois, that the Winnebago County Health Department is authorized to use its surplus funds to pay off the 2020B bonds on 555 North Court Street, Rockford, Illinois in the total amount of \$1,766,020, contingent upon the Winnebago County Health Department and the County of Winnebago entering into an agreement for continued use of 555 N. Court Street, Rockford, Illinois, by the Winnebago County Health Department, in substantially the same form as that attached hereto as Exhibit A.

**BE IT FURTHER RESOLVED**, that this Resolution shall be in full force and effect immediately upon its adoption.

**BE IT FURTHER RESOLVED**, upon the adoption of this Resolution, the Clerk of the County Board is hereby directed to prepare and deliver certified copies of this Resolution to the County Administrator, the Chief Financial Officer and the Winnebago County Health Department Public Health Administrator.



Respectfully submitted,

**OPERATIONS & ADMINISTRATIVE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
Keith McDonald, Chair

\_\_\_\_\_  
Keith McDonald, Chair

\_\_\_\_\_  
Valerie Hanserd, Vice Chair

\_\_\_\_\_  
Valerie Hanserd, Vice Chair

\_\_\_\_\_  
Paul Arena

\_\_\_\_\_  
Paul Arena

\_\_\_\_\_  
John Butitta

\_\_\_\_\_  
John Butitta

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Joe Hoffman

\_\_\_\_\_  
Jaime Salgado

\_\_\_\_\_  
Jaime Salgado

\_\_\_\_\_  
Michael Thompson

\_\_\_\_\_  
Michael Thompson

The above and foregoing Resolution was adopted by the County Board of the County  
of Winnebago, Illinois this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Joseph V. Chiarelli, Chairman of the  
County Board of the  
County of Winnebago, Illinois

ATTEST:

\_\_\_\_\_  
Lori Gummow, Clerk of the  
County Board of the  
County of Winnebago, Illinois

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
WINNEBAGO COUNTY HEALTH DEPARTMENT  
AND  
COUNTY OF WINNEBAGO**

The purpose of this Memorandum of Understanding (“MOU”) is to set forth the terms and conditions of an agreement between the Winnebago County Health Department (“WCHD”) and the County of Winnebago (“County”) related to the property located at 555 N. Court Street, Rockford, Illinois (the “Property”).

WHEREAS, in December of 2009, the Winnebago County Board authorized the purchase of 555 N. Court Street, Rockford, Illinois (the “Property”), for the benefit of the Winnebago County Health Department (“WCHD”); and

WHEREAS, at that same time the County Board authorized the issuance of 2010C bonds in an amount not to exceed \$4.5 million to cover acquisition and renovation costs related to the Property; and

WHEREAS, in March of 2010, the County of Winnebago purchased the Property and the WCHD moved some of its operations from its facility at 401 Division Street, Rockford, Illinois, to the Property; and

WHEREAS, at the time of purchase there were seven (7) tenants leasing space at the Property and that number has decreased to four (4) tenants, including the Winnebago County Veteran’s Administration; and

WHEREAS, the WCHD has paid rent to the County every year to support repayment of the bonds issued on behalf of WCHD for the purchase and renovation of the Property; and

WHEREAS, the WCHD has now decommissioned 401 Division Street and moved all of its operations to the Property; and

WHEREAS, the WCHD has expanded its services at the Property and intends to continue to expand its services, requiring dedicated workspaces for its operations with secured, public access; and

WHEREAS, the original 2010C bonds have been refunded with 2020B bonds; and

WHEREAS, the WCHD has effectively managed its financial resources and has sufficient surplus funds to pay off the 2020B bonds on the Property in the amount of \$1,766,020; and

WHEREAS, the Board of Health has approved using WCHD surplus funds to pay off the bonds in exchange for an agreement with the County of Winnebago related to the WCHD's continued use of the Property.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants contained herein, the parties hereby agree as follows:

1. Incorporation of Recitals. The matters recited above are hereby incorporated into and made a part of this Agreement.

2. Agreements of the Parties.

A. WCHD Occupancy.

- 1) WCHD shall be permitted to occupy the Property as long as needed in support of its mission and the County shall not displace WCHD from the Property at any time, unless such displacement is approved by the Board of Health.
- 2) WCHD shall not be required to make any further lease payments to the County for WCHD's occupancy of the Property.

B. Tenants.

- 1) WCHD shall determine what portions of the Property, if any, can be leased to third parties, depending on the operational needs of WCHD at the time. Notwithstanding the foregoing, the Veterans Administration shall be permitted to continue to occupy their current space on the third floor of the building, but any expansion of that space would require the approval of WCHD.
- 2) WCHD shall negotiate the terms and conditions of any and all leases with third parties for the Property in order to ascertain that the third party's use of the Property is compatible with WCHD's use of the Property.
- 3) WCHD shall bring any negotiated leases to the Winnebago County Board for approval.
- 4) Any revenue generated from third-party lease payments shall be turned over to WCHD to cover routine maintenance and utility expenses at the Property.

C. Maintenance and Utilities.

- 1) WCHD shall be responsible for any routine maintenance expenses and shall pay all utilities for the Property.
- 2) The County shall be responsible for any capital improvement expenses for the Property.

D. Ownership.

- 1) The County shall convey ownership of the Property to the County of Winnebago and the Winnebago County Board of Health as tenants in common. In the event the Property is sold, distribution of the profits will be mutually agreed upon by WCHD and the County with the goal of providing WCHD with sufficient funds to assist with the purchase or lease of new space, if necessary.

3. Termination. This MOU may only be terminated by mutual agreement of the parties. Upon termination, this MOU shall be and become of no further force and effect and the parties shall be relieved and discharged of their respective obligations from the date of termination.

5. Entire Agreement and Amendment. This MOU constitutes the entire agreement of the parties with respect to the matters contained herein. No modification of or amendment to this MOU shall be effective unless such modification or amendment is in writing and signed by all parties hereto. Any prior agreements or representations, either written or oral, relating to the subject matter of this MOU are of no force or effect.

IN WITNESS WHEREOF, the parties hereto have caused this MOU to be executed by their duly authorized representatives as of the date first above written.

ATTEST:

COUNTY CLERK

THE COUNTY OF WINNEBAGO, ILLINOIS

\_\_\_\_\_  
Lori Gummow, Clerk of the County  
Board of the County of Winnebago,  
Illinois

\_\_\_\_\_  
Joseph V. Chiarelli, Chairman of the County  
Board of the County of Winnebago, Illinois

[SEAL]

WINNEBAGO COUNTY HEALTH DEPARTMENT

By: \_\_\_\_\_  
Sandra Martell  
Public Health Administrator

RESOLUTION  
OF THE  
BOARD OF HEALTH OF THE COUNTY OF WINNEBAGO, ILLINOIS

RESOLUTION AUTHORIZING USE OF SURPLUS  
FUNDS TO PAY OFF THE BOND ON 555 N. COURT STREET

WHEREAS, in December of 2009, the Winnebago County Board authorized the purchase of 555 N. Court Street, Rockford, Illinois (the "Property"), for the benefit of the Winnebago County Health Department ("WCHD"); and

WHEREAS, at that same time the County Board authorized the issuance of 2010C bonds in an amount not to exceed \$4.5 million to cover acquisition and renovation costs related to the Property; and

WHEREAS, in March of 2010, the County of Winnebago purchased the Property and the WCHD moved some of its operations from its facility at 401 Division Street, Rockford, Illinois, to the Property; and

WHEREAS, at the time of purchase there were seven (7) tenants leasing space at the Property and that number has decreased to four (4) tenants, including the Winnebago County Veteran's Administration; and

WHEREAS, the WCHD has paid rent to the County every year to support repayment of the bonds issued on behalf of WCHD for the purchase and renovation of the Property; and

WHEREAS, the WCHD has now decommissioned 401 Division Street and moved all of its operations to the Property; and

WHEREAS, the WCHD has expanded its services at the Property and intends to continue to expand its services, requiring dedicated workspaces for its operations with secured, public access; and

WHEREAS, the original 2010C bonds have been refunded with 2020B bonds; and

WHEREAS, the WCHD has effectively managed its financial resources and has sufficient surplus funds to pay off the 2020B bonds on the Property in the amount of \$1,766,020; and

WHEREAS, the Board of Health has determined that it is in the best interests of the WCHD to pay off the bonds in exchange for an agreement with the County of Winnebago related to the WCHD's continued use of the Property.

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED, by the Board of Health of the County of Winnebago, Illinois, that the Winnebago County Health Department is hereby authorized to use its surplus funds to pay off the 2020B bonds on 555 N. Court Street, Rockford, Illinois, in the total amount of \$1,766,020, contingent upon the Winnebago County Health Department and the County of Winnebago entering into an agreement for continued use of 555 N. Court Street, Rockford, Illinois, by the Winnebago County Health Department in substantially the same form as that attached hereto as Exhibit A.

Approved this 17<sup>th</sup> day of January, 2023.

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Robert McCreath, President  
Winnebago County Board of Health

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Jennifer Muraski, Secretary  
Winnebago County Board of Health

## 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> |
|---|---------------------|



**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> |
|--|-------------------|

## **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**

---

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

---

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 |
|-------------------------------------|--------------|

|  |     |
|--|-----|
| Pension percentage calculation - 25 years of service | 45% |
|--|-----|

|                         |              |
|-------------------------|--------------|
| 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 |
|-------------------------------------|--------------|

|  |     |
|--|-----|
| Pension percentage calculation - 25 years of service | 45% |
|--|-----|

|                         |              |
|-------------------------|--------------|
| 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% |
|-----------|------|

|                                    |           |
|------------------------------------|-----------|
| 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    | <u>\$ (2,850.00)</u> |

|                                     |              |
|-------------------------------------|--------------|
| 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    | <u>\$ -</u>  |

|                                     |              |
|-------------------------------------|--------------|
| 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:    | <u>\$ 2,850.00</u> |
| 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 |
|--|--------------|

### **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 |
|-------------------------------------|--------------|

|  |     |
|--|-----|
| Pension percentage calculation - 25 years of service | 45% |
|--|-----|

|                        |              |
|------------------------|--------------|
| Annual pension payment | \$ 18,051.30 |
|------------------------|--------------|

|                         |             |
|-------------------------|-------------|
| Monthly pension payment | \$ 1,504.28 |
|-------------------------|-------------|

### **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 |
|-------------------------------------|--------------|

|  |     |
|--|-----|
| Pension percentage calculation - 25 years of service | 45% |
|--|-----|

|                        |              |
|------------------------|--------------|
| Annual pension payment | \$ 20,250.00 |
|------------------------|--------------|

|                         |             |
|-------------------------|-------------|
| Monthly pension payment | \$ 1,687.50 |
|-------------------------|-------------|

|                                     |             |
|-------------------------------------|-------------|
| 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% |
|-----------|------|

|                                    |           |
|------------------------------------|-----------|
| 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.