

2nd REVISED
FINANCE
COMMITTEE AGENDA

Called by: John Butitta, Chairman
Members: Jean Crosby, Joe Hoffman, Keith McDonald, Jaime Salgado, John F. Sweeney, Michael Thompson

DATE: THURSDAY, MARCH 2, 2023
TIME: IMMEDIATELY FOLLOWING OPERATIONS & ADMINISTRATIVE COMMITTEE
LOCATION: ROOM 303
COUNTY ADMINISTRATION BLDG
404 ELM STREET
ROCKFORD, IL 61101

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 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. Discussion Item Update ARPA Phase 4 by Dave Rickert (attachment)
- F. Discussion Item Update CIP 2023 by Dave Rickert (attachment)
- G. Ordinance for a Budget Amendment for a FOIA/Paralegal position and a Victim Service Provider Position
- H. Ordinance for a Budget Amendment for Two Sheriff Admin Secretary Positions
- I. Ordinance for a Budget Amendment for Circuit Clerk Scanner Purchase
- J. Ordinance for a Budget Amendment for a Facilities Truck Purchase
- K. Closed Session - Review Minutes of Closed Session Meetings and Discuss Pending Litigation
- L. Approval of Minutes of Closed Session Meetings
- M. Resolution authorizing settlement of a claim against the County of Winnebago entitled James Neal versus Winnebago County
- N. Other Matters
- O. Adjournment

ARP Phase 4 Request List

| Request | Submitter | Baker Tilly | | Rating |
|--|------------------|--------------|---------------|-----------|
| | | Approved | Amount | |
| JDC Body Scanner | Debbie Jarvis | Yes | \$ 93,500 | 1 |
| Winnebago County Employee Hazard Pay | David Rickert | Yes | \$ 2,000,000 | 2 |
| Economic Development AARC at Booker | Dorothy Redd | Yes | \$ 134,080 | 3 |
| Tommy Meeks Juneteenth Event | Tommy Meeks | Yes | \$ 5,000 | 4 |
| Youth Suicide Prevention Program | Marlana Dokken | Yes | \$ 288,000 | 5 |
| Habitat for Humanity Housing Plan | Dorothy Redd | Yes | \$ 250,000 | 6 |
| American Legion Post 1207 | Burt Gerl | Yes | \$ 176,450 | 7 |
| Northern Illinois Food Bank - Support Request | Jeannine Kanne | Yes | \$ 50,000 | 8 |
| Childrens Advocacy Center | Cathy Pomahac | Yes | \$ 72,000 | 9 |
| Water Resources Strategic Plan | Joe Chiarelli | Yes | \$ 212,673 | 10 |
| TIF District Water Project 50% Funding | Carlos Molina | Yes | \$ 2,000,000 | Medium |
| Rockford Area Arts Council Support Request | Mary McNamara | | \$ 150,000 | Medium |
| Anderson Japanese Gardens Parking Lot | | | \$ 50,000 | Low |
| Salon Loyalty ARP Request | Dorothy Redd | | \$ 170,012 | Low |
| Rockford University Sewer Project | Jean Crosby | | \$ 350,000 | Low |
| Shopstead Storefront for the People | Glenn Greenberg | Revenue Loss | \$ 105,000 | Low |
| Zion West After School Program | Marvin Hightower | | \$ 80,000 | Low |
| Zion West After School Program (2) | Marvin Hightower | | \$ 272,934 | Low |
| Cosmetology Beauty Institution | Tyceria Posley | | \$ 500,000 | Low |
| Times Theater Project | Vince Chiarelli | | \$ 500,000 | Low |
| RAEDC Operational Funding | Einar Forsman | Yes | \$ 50,000 | Low |
| Ring Door Bell | | | \$ 100,000 | low |
| Boys and Girls Club of Rockford | Denise Noe | | \$ 150,000 | Not Rated |
| Zion West Enterprises nfp (Zion West) | Marvin Hightower | | \$ 54,530 | Not Rated |
| Inner City Recon Group (New Carpet) | Tommy Meeks | | \$ 6,220 | Not Rated |
| WFCA-Blackhawk Fire Protection District | Jonathan Trail | Yes | \$ 790,300 | Not Rated |
| WFCA-Cherry Valley Fire Protection District | Joe Corl | Yes | \$ 2,153,310 | Not Rated |
| WFCA-Harlem Roscoe Fire Protection District | Don Shovelin | Yes | \$ 665,269 | Not Rated |
| WFCA-New Milford Fire Protection District | Jonathan Trail | Yes | \$ 735,300 | Not Rated |
| WFCA-North Park Fire Department | Joel Hallstrom | Yes | \$ 1,057,700 | Not Rated |
| WFCA-Northwest Fire Protection District | Jerry Caskey | Yes | \$ 3,800,000 | Not Rated |
| WFCA-Pecatonica Fire Protection District | Steve Van Vleck | Yes | \$ 2,530,000 | Not Rated |
| WFCA-Rockton Fire Protection District | Kirk Wilson | Yes | \$ 760,000 | Not Rated |
| WFCA-Winnebago County Fire Protection District | Kurt Ditzler | Yes | \$ 866,614 | Not Rated |
| WFCA-West Suburban Fire Department | Lisa Ditzler | Yes | \$ 879,922 | Not Rated |
| WFCA-Win-Bur-Sew FPD | Dave Loria | Yes | \$ 1,267,356 | Not Rated |
| | Total Requests | | \$ 23,326,170 | |
| Budget | \$ 4,300,000 | Spent: | \$ 3,281,703 | |
| Available after spent | \$ 1,018,297 | High: | \$ - | |
| Available after high | 1,018,297 | Medium: | \$ 2,150,000 | |
| Available after Medium | (1,131,703) | Low | \$ 2,227,946 | |
| Request List as of 2023-02-17.xlsx | | Total: | \$ 7,659,649 | |

ARP Phase 4 Request List

Notes:

All WFCA approved by Baker Tilly

New Requests:

| | | |
|--|----|---------|
| Zion West - Purchase of a van | \$ | 54,530 |
| Boys and Girls Club of Rockford - Air Conditioning | \$ | 150,000 |

| General Fund Capital Budget Request 2023 | | | | | Is this request for Capital Infrastructure? | Funded with FY21 CIP | Additional Funding Requested |
|--|---------------------------|---|---------|--|---|----------------------------|------------------------------------|
| 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 | 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 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 | - | - |

Total Request from General Fund \$ 819,000

| Public Safety Sales Tax Capital Budget Request 2023 | | | | | Is this request for Capital Infrastructure? | Rank | Funded with FY21 CIP | Additional Funding Requested |
|---|---------------|---|---------|---|---|------|----------------------|------------------------------|
| 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 | | No | |
| 0101 | Circuit Court | Jury box construction | 40,000 | Increase courtroom functionality Pretrial Fairness Act Operational Changes | Yes | | No | |
| 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 | | No | |
| 0101 | CJC | Chiller Rebuild | 95,000 | CJC chillers located in the power plant are 15 years old. | Yes | | No | |
| 0101 | CJC | Replace Carpet and Flooring | 55,000 | The carpet is just worn from all the traffic | Yes | | No | |
| 0101 | CJC | Obsolete Elevator Brakes | 60,000 | Elevator 1 will need to budget the rest one or two each year | Yes | | No | |
| 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 | No | |
| 0101 | Coroner | Office Furniture | 15,000 | Previous furniture was owned by former employee and taken when they left | No | 3 | No | |
| 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 | No | |
| 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 | | No | |
| 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 | | No | |
| 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 | | No | |
| 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 | | No | |
| 0101 | JJC | Repave North Lot | 150,000 | | Yes | | No | |
| 0101 | JJC | Repave South Lot | 150,000 | | Yes | | No | |
| 0101 | JJC | Replace Roof | 100,000 | | Yes | | No | |
| 0101 | Juvenile Det. | Replace HVAC CPU's are no longer supported (Obsolete) | 50,000 | | Yes | | No | |
| 0101 | Juvenile Det. | Replace Boilers | 200,000 | Reached their end of life | Yes | | No | |
| 0101 | Juvenile Det. | Hot Water Heater and Storage Tanks | 45,000 | Reached their end of life and bottoms are rotting out | Yes | | No | |
| 0101 | Juvenile Det. | Showers Tile and Grout | 50,000 | Shower tiles are coming loose and grout is missing. Safety issue. Pieces can be used as a weapon | Yes | | No | |

| Public Safety Sales Tax Capital Budget Request 2023 | | | | | Is this request for Capital Infrastructure? | Rank | Funded with FY21 CIP | Additional Funding Requested |
|---|-----------------|---|---------|---|---|------|----------------------|------------------------------|
| Fund | ORG | Item Requested | Cost | Purpose | | | | |
| 0101 | Juvenile Det. | Painting | 60,000 | Paint is chipping and peeling in the gym and other areas in the facility | Yes | | No | |
| 0101 | Juvenile Det. | Masonry Replacement/Demo | 75,000 | Exterior walls for fenced in security areas continue to deteriorate. Will continue to add to CIP in following years | Yes | | No | |
| 0101 | Juvenile Det. | Parking Lot and Exterior Lights to LED | 8,500 | Lighting continues to fail. Converting to LED lighting will increase lighting, safety and save energy | Yes | | No | |
| 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 | | No | |
| 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 | | No | |
| 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 | | No | |
| 0101 | Sheriff | Replace four (4) detective squad cars (unmarked) | 157,680 | Replace and outfit 4 Detective unmarked Vehicles. | No | 2 | No | |
| 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 | No | |
| 0101 | Adult Probation | Replace HVAC CPU's are no longer supported (Obsolete) | 50,000 | | Yes | | No | |
| 0101 | Adult Probation | Replace Fire Panel will have to replace devices | 95,000 | | Yes | | No | |
| 0101 | Adult Probation | Replace RTU | 100,000 | | Yes | | | |
| 0101 | Adult Probation | Replace Carpet and Flooring | 45,000 | | Yes | | No | |
| 0101 | Adult Probation | Replace Roof Add More Roof Drains | 200,000 | | Yes | | No | |

Total Request from Public Safety Sales Tax \$ 4,456,180

- -



New Items not reviewed by the Finance Committee

General Fund

| 2022 Year End Fund Balance | | \$ 55,899,000 | Excess Reserve | Fully Funding Capital Requests | Remaining Excess Reserve |
|----------------------------|-----|---------------|----------------|--------------------------------|--------------------------|
| Reserve (1) | 25% | \$ 16,974,500 | \$ 38,924,500 | \$ 819,000 | \$ 38,105,500 |
| Reserve (1) | 30% | \$ 20,369,400 | \$ 35,529,600 | \$ 819,000 | \$ 34,710,600 |
| Reserve (1) | 35% | \$ 23,764,300 | \$ 32,134,700 | \$ 819,000 | \$ 31,315,700 |
| Reserve (1) | 40% | \$ 27,159,200 | \$ 28,739,800 | \$ 819,000 | \$ 27,920,800 |

1) \$4,222,000 debt service added to expenditures

Public Safety Sales Tax

| 2022 Year End Fund Balance (1) | | \$ 13,380,000 | Excess Reserve | Fully Funding Capital Requests (3) | Remaining Excess Reserve |
|--------------------------------|-----|---------------|----------------|------------------------------------|--------------------------|
| Reserve (2) | 25% | \$ 9,309,750 | \$ 4,070,250 | \$ 2,356,180 | \$ 1,714,070 |
| Reserve (2) | 30% | \$ 11,171,700 | \$ 2,208,300 | \$ 2,356,180 | \$ (147,880) |
| Reserve (2) | 35% | \$ 13,033,650 | \$ 346,350 | \$ 2,356,180 | \$ (2,009,830) |
| Reserve (2) | 40% | \$ 14,895,600 | \$ (1,515,600) | \$ 2,356,180 | \$ (3,871,780) |

Adjustments to Public Safety Sales Tax:

- 1) \$4,000,000 payment to reduce bond debt deducted to fund balance
- 2) \$5,567,000 debt service added to expenditures
- 3) \$2,100,000 is already budgeted from PSST for capital expenditures

New Requests:

| | | |
|--------------------------|----------|---------------------|
| States Attorney | Software | \$ 1,100,000 |
| Public Defender | Software | \$ 500,000 |
| River Bluff Nursing Home | Various | \$ 2,500,000 |
| | | <u>\$ 4,100,000</u> |



Ordinance Executive Summary

Prepared By: J. Hanley

Committee: Finance Committee

Committee Date: March 2, 2023

Ordinance Title: Ordinance for a Budget Amendment for a FOIA/Paralegal Position and a Victim Service Provider Position

County Code: Not Applicable

Board Meeting Date: March 9, 2023

Budget Information:

| | | |
|--|----|---------------------------|
| Was item budgeted? | No | Appropriation Amount: \$0 |
| If not, explain funding source: Pretrial Fairness Act Contingency Budget | | |
| ORG/OBJ/Project Code: 40101/Various PSST Fund State's Attorney Salary & Benefits | | |
| FY2023 Budget Impact: \$0 | | |

Background Information: The Winnebago County State's Attorney's Office is requesting a budget amendment to receive funds from the Pretrial Fairness Act funding source. We intend on hiring a FOIA/Paralegal position in response to the increase of FOIA requests we have seen in recently, particularly for body and squad camera evidence. In addition, we have hired a victim service provider to assist with the requirements for victim contact immediately after a defendant's arrest and prior to initial appearance. Both positions are needed as a result of the SAFE-T Act/Pre-Trial Fairness Act. The Pre-Trial Fairness Act contingency budget will be used to fund these positions in the current year.

Recommendation: Staff Concurs

Contract/Agreement: Not Applicable

Legal Review: Not Applicable

Follow-Up: Not Applicable

2023 Fiscal Year

Finance: March 2, 2023

Lay Over: March 9, 2023

Sponsored by:

Final Vote: March 23, 2023

John Butitta, Finance Committee Chairman

2023 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, 2023 and recommends its adoption.

Ordinance for a Budget Amendment for a FOIA/Paralegal position and a Victim Service Provider Position

WHEREAS, The State's Attorney is requesting funds to add an employee to work on responding to the increasing FOIA request coming into their office.

WHEREAS, the Winnebago County Board adopted the "Annual Budget and Appropriation Ordinance" for the fiscal year ending September 30, 2023 at its September 30, 2022 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 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 **#23-016 State's Attorney FOIA Employee**.

Respectfully Submitted,
FINANCE COMMITTEE

AGREE

DISAGREE

JOHN BUTITTA, CHAIR

JOHN BUTITTA, CHAIR

JAIME SALGADO, VICE CHAIR

JAIME SALGADO, VICE CHAIR

JEAN CROSBY

JEAN CROSBY

JOE HOFFMAN

JOE HOFFMAN

KEITH McDONALD

KEITH McDONALD

JOHN F. SWEENEY

JOHN F. SWEENEY

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Ordinance was adopted by the County Board of the County of
Winnebago, Illinois this _____ day of _____ 2023.

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

2023
WINNEBAGO COUNTY
FINANCE COMMITTEE
REQUEST FOR BUDGET AMENDMENT

| | | | | | |
|-----------------|--|------------------|--|---|--|
| DATE SUBMITTED: | | 2/23/2023 | | AMENDMENT NO: 2023-016 | |
| DEPARTMENT: | | State's Attorney | | SUBMITTED BY: J. Hanley | |
| FUND#: | | 0101 PSST | | DEPT. BUDGET NO. 40101 State's Attorney | |

| Department Org Number | Object (Account) Number | Project Number | Object (Account) Description | Adopted Budget | Amendments Previously Approved | Revised Approved Budget | Increase (Decrease) | Revised Budget after Approved Budget Amendment |
|--|-------------------------|----------------|------------------------------|----------------|--------------------------------|-------------------------|---------------------|--|
| Expenditures | | | | | | | | |
| 40101 | 41110 | | Regular Salaries | \$2,145,327 | \$0 | \$2,145,327 | \$54,840 | \$2,200,167 |
| 40101 | 41221 | | Life Insurance | \$1,320 | \$0 | \$1,320 | \$40 | \$1,360 |
| 40100 | 41211 | 13505 | Health Insurance | \$1,205,778 | \$0 | \$1,205,778 | \$16,000 | \$1,221,778 |
| 40100 | 41999 | | PSST Fund Contingency Budget | \$2,250,000 | \$0 | \$2,250,000 | (\$70,880) | \$2,179,120 |
| Revenue | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| TOTAL ADJUSTMENT: | | | | | | | \$0 | |
| Reason budget amendment is required: | | | | | | | | |
| Due to increased FOIA request activity, the State's Attorney is requesting funds to add an employee to respond to FOIA requests. | | | | | | | | |
| | | | | | | | | |
| Potential alternatives to budget amendment: | | | | | | | | |
| None | | | | | | | | |
| | | | | | | | | |
| Impact to Fiscal Year 2023 budget: | | | | | | | | |
| \$ 70,880 | | | | | | | | |
| Revenue Source: | | | | | | | | |
| Pre-Trial Fairness Act contingency budget | | | | | | | | |



Ordinance Executive Summary

Prepared By: Tami Goral
Committee: Finance Committee
Committee Date: March 2, 2023
Ordinance Title: Ordinance for a Budget Amendment for Two Sheriff Admin Secretary Positions
County Code: Winnebago County Ordinance
Board Meeting Date: March 9, 2023

Budget Information:

| | |
|---|------------------|
| Was item budgeted? No | Amount: \$36,392 |
| If not, explain funding source: Pre-Trial Fairness | |
| ORG/OBJ/Project Code: 24000/41110 & 24000/42290 General Fund Sheriff's Dept Salaries & Supplies | |
| FY2023 Budget Impact: \$0 | |

Background Information: The Winnebago County Sheriff's Department is requesting a budget amendment for fund two (2) additional Administrative Secretary positions in our Records Division. The funds will cover their salaries, benefits and necessary equipment. The requested amount is for the remainder of FY 2023.

We have had a significant increase in requests for Body Cam and In-car Video requests. These requests are from the State's Attorney's Office and subpoenas from outside agencies. The Records Division receives over 600 requests in a typical month. In order to complete these requests, there are 19 steps that need to be followed. Also, we receive requests through FOIA that are going to be shown in court and contain information that can't be share and must be redacted. Redacting is completed by an employee watching each video in its entirety.

Additionally, we have had a significant increase in FOIA requests. FOIA requests are due five (5) days of receipt and can contain multiple records and requires hours of work hours to compile. The last five (5) years average for FOIA requests was less than 48 for a month. Last year the average request was over seventy (70) for a month.

Recommendation: Staff Concurs
Contract/Agreement: Not Applicable
Legal Review: Not Applicable
Follow-Up: Not Applicable

2023 Fiscal Year

Finance: March 2, 2023

Lay Over: March 9, 2023

Sponsored by:

Final Vote: March 23, 2023

John Butitta, Finance Committee Chairman

2023 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, 2023 and recommends its adoption.

Ordinance for a Budget Amendment for Two Sheriff Admin Secretary Positions

WHEREAS, Due to increased FOIA request for Body Cam and In-Car Video footage request the Sheriff is requesting a budget amendment to fund two additional administrative secretary positions for the Sheriff's records division.

WHEREAS, the Winnebago County Board adopted the "Annual Budget and Appropriation Ordinance" for the fiscal year ending September 30, 2023 at its September 30, 2022 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 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 **#23-012 Sheriff Admin Secretaries**.

AGREE

DISAGREE

JOHN BUTITTA, CHAIR

JOHN BUTITTA, CHAIR

JAIME SALGADO, VICE CHAIR

JAIME SALGADO, VICE CHAIR

JEAN CROSBY

JEAN CROSBY

JOE HOFFMAN

JOE HOFFMAN

KEITH McDONALD

KEITH McDONALD

JOHN F. SWEENEY

JOHN F. SWEENEY

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Ordinance was adopted by the County Board of the County of

Winnebago, Illinois this _____ day of _____ 2023.

JOSEPH CHIARELLI

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

ATTESTED BY:

LORI GUMMOW

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

2023
WINNEBAGO COUNTY
FINANCE COMMITTEE
REQUEST FOR BUDGET AMENDMENT

| DATE SUBMITTED: 2/23/2023 AMENDMENT NO: 2023-12 | | | | | | | | |
|---|-------------------------|----------------|---------------------------------|----------------|--------------------------------|-------------------------|---------------------|--|
| DEPARTMENT: Sheriff SUBMITTED BY: Gary Caruana | | | | | | | | |
| FUND#: 0001 - General Fund DEPT. BUDGET NO. 24000 Sheriff | | | | | | | | |
| | | | | | | | | |
| Department Org Number | Object (Account) Number | Project Number | Object (Account) Description | Adopted Budget | Amendments Previously Approved | Revised Approved Budget | Increase (Decrease) | Revised Budget after Approved Budget Amendment |
| Expenditures | | | | | | | | |
| 24000 | 41110 | | Regular Salaries | \$12,646,498 | \$80,163 | \$12,726,661 | \$31,360 | \$12,758,021 |
| 24000 | 41130 | | Overtime | \$826,070 | \$4,000 | \$830,070 | \$500 | \$830,570 |
| 24000 | 41221 | | Life Insurance | \$3,969 | \$42 | \$4,011 | \$32 | \$4,043 |
| 24000 | 42290 | | Supplies | \$247,756 | \$6,776 | \$254,532 | \$4,500 | \$259,032 |
| 13500 | 41999 | | General Fund Contingency Budget | \$2,250,000 | \$0 | \$2,250,000 | (\$36,392) | \$2,213,608 |
| Revenue | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| TOTAL ADJUSTMENT: | | | | | | | \$0 | |
| Reason budget amendment is required: | | | | | | | | |
| <p>The Sheriff's Office is requesting a budget amendment for two (2) additional Administrative Seretary positions in our Records Division. There has been a significant increase in requests for Body Cam Videos from the State's Attorney's Office and Subpoenas from outside agencies. We have been receiving over 600 requests in a typical month. Also, we are receiving more requiests fro Body Cam Videos through FOIA. These requests have to be redacted which means an employee must watch and edit each video in its entirety. Additionally, FOIA requests have increased significantly. We used ot average approximately 48 per month and last year's average was 70 per month. The above dollars are for salaries, benefits, compters, phones and desk chairs. The requested amount is for the remainder of FY2023.</p> | | | | | | | | |
| Potential alternatives to budget amendment: | | | | | | | | |
| None | | | | | | | | |
| Impact to Fiscal Year 2023 budget: | | | | | | | | |
| \$ 36,392 | | | | | | | | |
| Revenue Source: | | | | | | | | |
| Pre-Trial Fairness Act contingency budget | | | | | | | | |



Ordinance Executive Summary

Prepared By: David J. Rickert

Committee: Finance Committee

Committee Date: March 2, 2023

Ordinance Title: Ordinance for a Budget Amendment for Circuit Clerk Scanner Purchase

County Code: Not Applicable

Board Meeting Date: March 9, 2023

Budget Information:

| | | |
|--|--|---------------------------|
| Was item budgeted? | No | Appropriation Amount: \$0 |
| If not, explain funding source: PSST Fund Reserve Transfer | | |
| ORG/OBJ/Project Code: | 82200-46430 Capital Improvement Fund / Equipment | |
| FY2023 Budget Impact: \$216,064 | | |

Background Information: The Circuit Clerk's office is in need of replacing their desktop scanners that were purchased in 2009. Current scanners are outdated and not working properly. Two vendors were contacted to get the best pricing with CDW-G offering the lowest price. CDW-G has a Federal contract (2018011-01) used by the County to obtain very competitive pricing. An extended 5-year service agreement warranty, in addition to the manufacturer's warranty, is included in the total price.

Recommendation: Staff Concurs

Contract/Agreement: Not Applicable

Legal Review: Not Applicable

Follow-Up: Not Applicable

2023 Fiscal Year

Sponsored by:
John Butitta, Finance Committee Chairman

Finance: March 2, 2023
Lay Over: March 9, 2023
Final Vote: March 23, 2023

2023 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, 2023 and recommends its adoption.

Ordinance for a Budget Amendment for Circuit Clerk Scanner Purchase

WHEREAS, The Circuit Clerk's office is in need of replacing their desktop scanners that were purchased in 2009.

WHEREAS, the Winnebago County Board adopted the "Annual Budget and Appropriation Ordinance" for the fiscal year ending September 30, 2023 at its September 30, 2022 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 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 **#23-014 Circuit Clerk Scanners**.

Respectfully Submitted,
FINANCE COMMITTEE

AGREE

DISAGREE

JOHN BUTITTA, CHAIR

JOHN BUTITTA, CHAIR

JAIME SALGADO, VICE CHAIR

JAIME SALGADO, VICE CHAIR

JEAN CROSBY

JEAN CROSBY

JOE HOFFMAN

JOE HOFFMAN

KEITH McDONALD

KEITH McDONALD

JOHN F. SWEENEY

JOHN F. SWEENEY

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Ordinance was adopted by the County Board of the County of

Winnebago, Illinois this _____ day of _____ 2023.

JOSEPH CHIARELLI

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

ATTESTED BY:

LORI GUMMOW

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

2022
WINNEBAGO COUNTY
FINANCE COMMITTEE
REQUEST FOR BUDGET AMENDMENT

| | | | | | |
|-----------------|--|-------------------------------|--|---|--|
| DATE SUBMITTED: | | 2/23/2023 | | AMENDMENT NO: 2023-014 | |
| DEPARTMENT: | | Circuit Clerk | | SUBMITTED BY: Tom Lawson | |
| FUND#: | | 0743 Capital Improvement Fund | | DEPT. BUDGET NO. 82200 Capital Projects | |

| Department Org Number | Object (Account) Number | Project Number | Object (Account) Description | Adopted Budget | Amendments Previously Approved | Revised Approved Budget | Increase (Decrease) | Revised Budget after Approved Budget Amendment |
|--|-------------------------------|-------------------|------------------------------|-------------------|--------------------------------------|-------------------------------|------------------------|---|
| Expenditures | | | | | | | | |
| 82200 | 46430 | | Machinery & Equipment | \$339,640 | \$0 | \$339,640 | \$216,064 | \$555,704 |
| 40100 | 49110 | | Transfer to Other Funds | \$5,566,749 | \$0 | \$5,566,749 | \$216,064 | \$5,782,813 |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| Revenue | | | | | | | | |
| 82200 | 39110 | | Transfer from Other Funds | (\$2,100,000) | \$0 | (\$2,100,000) | (\$216,064) | (\$2,316,064) |
| | | | | | | | | |
| | | | | | | | | |
| TOTAL ADJUSTMENT: | | | | | | | \$216,064 | |
| Reason budget amendment is required: | | | | | | | | |
| The Circuit Clerk's office is in need of replacing their desktop scanners, that were purchased in 2009. Current scanners are outdated and not working properly. Two vendors were contacted to get the best pricing with CDW-G offering the lowest price. CDW-G has a Federal contract (2018011-01) used by the County to obtain very competitive pricing. An extended 5 year service agreement warranty, in addition to the manufacturers warranty, is included in the total price. The projected estimate, for the CIP 2023 budget was \$242,000. | | | | | | | | |
| Potential alternatives to budget amendment: | | | | | | | | |
| None | | | | | | | | |
| Impact to fiscal year 2022 budget: \$216,064 | | | | | | | | |
| \$ 216,064 | | | | | | | | |
| Revenue Source: | | | | | | | | |
| PSST Fund Balance Transfer | | | | | | | | |



Ordinance Executive Summary

Prepared By: Dave Rickert

Committee: Finance Committee

Committee Date: March 2, 2023

Ordinance Title: Ordinance for a Budget Amendment for a Facilities Truck Purchase

County Code: Not Applicable

Board Meeting Date: March 9, 2023

Budget Information:

| | | |
|--|----|--------------------------------|
| Was item budgeted? | No | Appropriation Amount: \$59,000 |
| If not, explain funding source: General Fund Reserve Transfer | | |
| ORG/OBJ/Project Code: 82200-46410 Capital Improvement Fund / Automobiles | | |
| FY2023 Budget Impact: \$59,000 | | |

Background Information: The Facilities Department has been in need of replacing one of their older plow trucks. Due to lack of inventory, government funded orders for trucks were not being filled in FY 2021 and 2022. The County now has an opportunity, to purchase a 2023 Ford F-250, before the Ford opportunity expires in the very near future. The County has a Ford Fleet number/account which is for Government sales.

Recommendation: Staff Concurs

Contract/Agreement: Not Applicable

Legal Review: Not Applicable

Follow-Up: Not Applicable

2023 Fiscal Year

Sponsored by:
John Butitta, Finance Committee Chairman

Finance: March 2, 2023
Lay Over: March 9, 2023
Final Vote: March 23, 2023

2023 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, 2023 and recommends its adoption.

Ordinance for a Budget Amendment for a Facilities Truck Purchase

WHEREAS, The Facilities Department needs to replace one of their older plow trucks. Due to lack of inventory, government funded orders for trucks were not being filled in FY 2021 and FY 2022.

WHEREAS, the Winnebago County Board adopted the “Annual Budget and Appropriation Ordinance” for the fiscal year ending September 30, 2023 at its September 30, 2022 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 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 **#23-015 Facilities Truck**.

AGREE

DISAGREE

JOHN BUTITTA, CHAIR

JOHN BUTITTA, CHAIR

JAIME SALGADO, VICE CHAIR

JAIME SALGADO, VICE CHAIR

JEAN CROSBY

JEAN CROSBY

JOE HOFFMAN

JOE HOFFMAN

KEITH McDONALD

KEITH McDONALD

JOHN F. SWEENEY

JOHN F. SWEENEY

MICHAEL THOMPSON

MICHAEL THOMPSON

The above and foregoing Ordinance was adopted by the County Board of the County of
Winnebago, Illinois this _____ day of _____ 2023.

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

2022
WINNEBAGO COUNTY
FINANCE COMMITTEE
REQUEST FOR BUDGET AMENDMENT

| | | | | | |
|-----------------|--|-------------------------------|--|---|--|
| DATE SUBMITTED: | | 2/23/2023 | | AMENDMENT NO: 2023-015 | |
| DEPARTMENT: | | Facilities | | SUBMITTED BY: Shawn Franks | |
| FUND#: | | 0743 Capital Improvement Fund | | DEPT. BUDGET NO. 82200 Capital Projects | |

| Department Org Number | Object (Account) Number | Project Number | Object (Account) Description | Adopted Budget | Amendments Previously Approved | Revised Approved Budget | Increase (Decrease) | Revised Budget after Approved Budget Amendment |
|---|-------------------------------|-------------------|------------------------------|-------------------|--------------------------------------|-------------------------------|------------------------|--|
| Expenditures | | | | | | | | |
| 82200 | 46410 | | Automobiles | \$0 | \$0 | \$0 | \$59,000 | \$59,000 |
| 13500 | 49110 | | Transfer to Other Funds | \$5,337,000 | \$0 | \$5,337,000 | \$59,000 | \$5,396,000 |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| Revenue | | | | | | | | |
| 82200 | 39110 | | Transfer from Other Funds | (\$2,316,064) | \$0 | (\$2,316,064) | (\$59,000) | (\$2,375,064) |
| | | | | | | | | |
| | | | | | | | | |
| TOTAL ADJUSTMENT: | | | | | | | \$59,000 | |
| Reason budget amendment is required: | | | | | | | | |
| The Facilities Department has been in need of replacing one of their older plow trucks. Due to lack of inventory, government funded orders for trucks were not being filled in FY 2021 and 2022. The County now has an opportunity to purchase a 2023 Ford F-250. This opportunity offered by Ford expires in the very near future. | | | | | | | | |
| Potential alternatives to budget amendment: | | | | | | | | |
| None | | | | | | | | |
| Impact to Fiscal Year 2023 budget: | | | | | | | | |
| \$ 59,000 | | | | | | | | |
| Revenue Source: | | | | | | | | |
| General Fund Balance Transfer | | | | | | | | |



Resolution Executive Summary

Prepared By: Tanya Harris

Committee: Finance Committee

Committee Date: March 2, 2023

Resolution Title: Resolution authorizing settlement of a claim against the County of Winnebago entitled James Neal versus Winnebago County.

Board Meeting Date: March 9, 2023

Budget Information:

| | | |
|--|-----|-----------------------|
| Was item budgeted? | Yes | Appropriation Amount: |
| If not, explain funding source: | | |
| ORG/OBJ/Project Code: 49400-43535 Tort Judgement Fund / Worker's Comp Claims | | |
| FY2023 Budget Impact: \$0 | | |

Background Information: Settlement for James Neal in the amount of \$47,618.25.

Recommendation: The Finance Committee, chaired by John Butitta, has reviewed the settlements presented to the Board. The Board is asked to approve this settlement in favor of the Committee's recommendations at its February 16, 2023 meeting.

Contract/Agreement: Not Applicable

Legal Review: Carol Hartline with Williams McCarthy LLP negotiated these settlements on behalf of Winnebago County.

Follow-Up: Not Applicable

RESOLUTION
of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Sponsored by: John Butitta
Submitted by: Finance Committee

2023 CR

**RESOLUTION AUTHORIZING SETTLEMENT OF A CLAIM
AGAINST THE COUNTY OF WINNEBAGO ENTITLED
JAMES NEAL VERSUS WINNEBAGO COUNTY**

WHEREAS, the County of Winnebago, Illinois, is involved in having claims asserted against it by James Neal for injuries allegedly sustained while in the employment of the Facilities Department, and,

WHEREAS, the Plaintiff has offered to settle the above claims against the County of Winnebago for consideration payable in the amount of \$47,618.25 for the settlement funding for his Workers Compensation case; and,

WHEREAS, counsel for the County of Winnebago recommends that it is in the best interest of the County of Winnebago to settle the above referenced claims upon the terms of the proposed settlement.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois that it does hereby authorize settlement of the claim entitled James Neal versus County of Winnebago for injuries allegedly sustained by James Neal while in the employment of the Facilities Department by payment of the amount of \$47,618.25 for the settlement for permanent disability for a Workers Compensation case.

BE IT FURTHER RESOLVED, that this Resolution for James Neal in the amount of \$47,618.25 shall be in full force and effect immediately upon its adoption.

BE IT FURTHER RESOLVED, that the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the County Auditor, Director of Purchasing, Human Resources Director, and Williams & McCarthy.

Respectfully Submitted,
FINANCE COMMITTEE

AGREE

DISAGREE

JOHN BUTITTA, CHAIRMAN

JOHN BUTITTA, CHAIRMAN

JAIME SALGADO, VICE CHAIRMAN

JAIME SALGADO, VICE CHAIRMAN

JEAN CROSBY

JEAN CROSBY

JOE HOFFMAN

JOE HOFFMAN

KEITH McDONALD

KEITH McDONALD

JOHN F. SWEENEY

JOHN F. SWEENEY

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.

ATTESTED BY:

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

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