

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 16, 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 December 15, 2022 and January 5 and 19, 2023 Minutes
- D. Public Comment – This is the time we invite the public to address the Finance Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Discussion Item Case Management System by States Attorney Hanley, Public Defender Nick Zimmerman, IT, and Circuit Clerk
- F. Resolution Authorizing Execution of Participation Agreements in National Opioid Settlements for CVS, Walgreens, Walmart, Teva and Allergan
- G. Ordinance for a Budget Amendment for Transfers from General Fund and PSST Funds for Capital Improvement Projects
- H. Closed Session to Discuss Pending Litigation
- I. Other Matters
- J. Adjournment

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

Thursday, December 15, 2022
Immediately Following Operations & Administrative Committee Meeting

Present:

John Butitta, **Chairman**
Jaime Salgado
Jean Crosby
Joe Hoffman
Keith McDonald
John Sweeney
Michael Thompson

Others Present:

Patrick Thompson, County Administrator
David Rickert, Chief Financial Officer
Valerie Hanserd, County Board Member
Lafakeria Vaughn, State's Attorney's Office
Ann Johns, Purchasing Director
Brett Frazier, Animal Services

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – August 4 and August 18, 2022, September 1, 2022 Minutes
- D. Public Comment – This is the time we invite the public to address the Finance Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Selection of Finance Committee Vice Chairman by John Butitta
- F. Discussion Item – Tax Agent Presentation by Region One Planning Council (with Attachments)
- G. Discussion Item – ARPA Phase 4 by David J. Rickert (with Attachments)
- H. Discussion Item – Animal Services Addition Utilizing ARPA Funds by Jeff Duesterbeck of Huffman Facility Development, Inc.
- I. Discussion Item – Capital Improvement Plan 2023 for General Fund and Public Safety Sales Tax by David J. Rickert (with Attachments)
- J. Resolution Authorizing County Contribution for State's Attorneys Appellate Prosecutor's Program
- K. Resolution to Approve Purchase of Vehicle for ESDA Coordinator
- L. Resolution to Fund Water Resources Strategic Plan with ARPA Phase IV Funds
- M. Resolution to Fund Baker Tilly Professional Services for River Bluff Nursing Home
- N. Other Matters
- O. Adjournment

Call To Order

Chairman Butitta called the meeting to order at 5:56 PM.

Roll Call

Chairman Butitta yes, Mr. Salgado yes, Mr. Hoffman yes, Mr. McDonald yes, Mr. Sweeney yes, Mr. Thompson yes. Ms. Crosby arrived at 6:02 pm.

Approval of Minutes

Motion to approve the minutes of August 4 and 18 and September 1, 2022.

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

Vote: The minutes of August 4 and 18 and September 1, 2022 were unanimously approved.

Public Comment

Chairman Butitta omitted reading the Public Comment Section of the Agenda due to no one present to speak.

Selection of Finance Committee Vice Chairman by Chairman John Butitta

Chairman Butitta reported Mr. Salgado has agreed to serve as Vice Chairman.

Discussion Item – Tax Agent Presentation by Region One Planning Council (with Attachments)

Mr. Dunn, Executive Director of Region One Planning Council directed the committee to the attached report and gave the Tax Agent presentation. Mr. Dunn called for questions. Discussion followed.

Mr. Dunn was asked to present at the County Board meeting on Thursday, December 22, 2022.

Discussion Item – ARPA Phase 4 by David J. Rickert (with Attachments)

Chairman Butitta directed committee members to the ARP Phase 4 handout. Mr. Rickert advised the handout is an overview of the entire ARP package, in 4 Phases. Discussion followed on the 4 Phases. A detailed sheet in the packet handout shows expenditures and requests. Discussion followed on the Phase 4 requests.

Motion: Motion made by Ms. Crosby to change the rating on the Rockford Area Economic Development Council from low to high.

Second: No second.

Vote: Motion failed.

Motion: Motion made by Ms. Crosby that the Rockford Area Arts Council support request rating be moved from low to high when funding becomes available.

Second: Mr. Sweeney.

Discussion: Chairman Butitta called for discussion on moving the rating to high for the Rockford Area Arts Council. Committee members shared their thoughts on funding.

Amended Motion: Ms. Crosby made the motion to amend the original motion to change the rating from low to medium for the Rockford Area Arts Council when funding becomes available.

Second: Chairman Butitta.

Discussion: Discussion followed.

Vote: The amended motion carried with a majority vote.

Discussion Item – Animal Services Addition Utilizing ARPA Funds by Jeff Duesterbeck of Huffman Facility Development, Inc.

Ms. Johns stated the original project was to be brought forward as a resolution, the committee decided to approve hiring an architect to design the project and then bid the project. Scandoli was the low bidder for the project. Mr. Duesterbeck, from Huffman Facility Development, Inc., discussed the background for the project and budget with the committee. Huffman Facility Development, Inc. was asked to return to committee with an update at the next meeting to act upon.

Discussion Item – Capital Improvement Plan 2023 for General Fund and Public Safety Sales Tax by David J. Rickert (with Attachments)

Mr. Rickert discussed the capital improvements for county projects for 2023 and discussion followed on the capital improvement plans that should move forward and departments will rate by priority. For the record, Mr. Sweeney shared that he talked with Sheriff deputies about the need to fund the new/used bomb vehicle through the Public Safety Sales Tax Capital budget request.

Resolution Authorizing County Contribution for State’s Attorneys Appellate Prosecutor’s Program

Motion: Chairman Butitta. Second: Mr. Sweeney.

Discussion: Ms. Vaughn discussed the Resolution authorizing County Contribution for State’s Attorneys Appellate Prosecutor’s Program. This is an annual contribution in the budget with no changes this year.

Vote: Motion passed with a unanimous voice vote.

Resolution to Approve Purchase of Vehicle for ESDA Coordinator

Motion: Chairman Butitta. Second: Mr. Sweeney.

Discussion: Mr. Thompson reported this item was funded through ARP. Based on policy and practice, once there is a firm estimate it is brought back to committee for approval. Chairman Butitta called for any discussion.

Vote: Motion passed with a unanimous voice vote.

Resolution to Fund Water Resources Strategic Plan with ARPA Phase IV Funds

Motion: Chairman Butitta. Second: Ms. Crosby.

Discussion: Mr. Rickert gave an explanation to the committee on funding the Water Resources Strategic Plan with ARPA Phase IV funds.

Vote: Motion passed with a unanimous voice vote.

Resolution to Fund Baker Tilly Professional Services for River Bluff Nursing Home

Mr. Rickert discussed the Resolution to fund Baker Tilly professional services for River Bluff Nursing Home. The recommendation to the committee is to approve Baker Tilly for their study and recommendations. Chairman Butitta called for questions. Discussion followed.

Motion: Ms. Crosby. Second: Mr. Sweeney.

Vote: Motion passed with a majority voice vote.

Other Matters

Chairman Butitta advised two items are laid over for the next Finance committee meeting.

1. Financial Dashboards to be implemented and added to the website.
2. Broadcasting of the Finance committee meeting.

Adjournment

Motion: Motion made by Chairman Butitta to adjourn. Second: Committee seconded.

Vote: Motion to adjourn passed by unanimous voice vote.

Respectfully submitted,

Nancy Bleile

Administrative Assistant

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

Thursday, January 5, 2023
Immediately Following Operations & Administrative Committee Meeting

Present:

John Butitta, **Chairman**
Jaime Salgado
Joe Hoffman
Keith McDonald
John Sweeney
Michael Thompson

Absent:

Jean Crosby

Others Present:

Patrick Thompson, County Administrator
David Rickert, Chief Financial Officer
Lafakeria Vaughn, State's Attorney's Office
Ann Johns, Purchasing Director
Shawn Franks, Facilities
Brett Frazier, Animal Services
Rick Ciganek, Sheriff's Office
Carlos Molina, Highway Department
Marlana Dokken, Director, Chairman's Office of Criminal Justice Initiatives
Jennifer Muraski, Coroner
Chris Scrol, County Board Member
Dave Tassoni, County Board Member
Jim Webster, County Board Member

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – September 22 and October 6, 2022 Minutes
- D. Public Comment – This is the time we invite the public to address the Finance Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Discussion Item Production of a Financial Dashboard for Winnebago County by John Butitta
- F. Discussion Item Video Taping of Finance Committee Meeting by John Butitta
- G. Discussion Item ARPA Phase 4 by Dave Rickert (with attachment)
- H. Discussion Item Capital Improvement Projects for Fiscal Year 2023 by Dave Rickert (with attachments)
- I. Resolution Amending the Fiscal Year 2023 Budget Policy
- J. Resolution to Establish Public Safety Sales Tax Policy
- K. Resolution Awarding ARP Funded HVAC CPU Replacements
- L. Resolution for the Purchase of a Truck for Facilities Department

- M. Resolution Awarding Bid for Animal Services Addition and Renovations with ARPA Funds
- N. Ordinance for a Budget Amendment for State's Attorney State Forfeiture Funds
- O. Ordinance for Approval of Budget Amendment for Distribution of Opioid Lawsuit Settlement Funds
- P. Ordinance for Approval of Budget Amendment for Year End Adjustments
- Q. Closed Session to Discuss Pending Litigation
- R. Resolution Authorizing Settlement of a Claim against the County of Winnebago entitled Howard Cowan versus Winnebago County
- S. Resolution Authorizing Settlement of a Claim against the County of Winnebago entitled Shelly Turner versus Winnebago County
- T. Other Matters
- U. Adjournment

Call to Order

Chairman Butitta called the meeting to order at 6:47 pm.

Approval of September 22 and October 6, 2022 Minutes

The minutes of the September 22 and October 6, 2022 meetings were approved.

Public Comment

Chairman Butitta omitted reading the Public Comment Section of the Agenda due to no one present to speak.

Closed Session to Discuss Pending Litigation

The Finance committee moved to enter closed session to discuss pending litigation.

Chairman Butitta yes, Mr. Hoffman yes, Mr. McDonald yes, Mr. Salgado yes, Mr. Sweeney yes, Mr. Thompson yes.

Motion to enter Closed Session to Discuss Pending Litigation approved.

Chairman Butitta - No action was taken in Closed Session.

Discussion Item Production of a Financial Dashboard for Winnebago County by John Butitta

Chairman Butitta reported Mr. Rickert gave an example of the Financial Dashboard information that can be placed on the website for the public and board members. Financial news can also be included as information and posted on the website. Any recommendations or other information that might be pertinent for the public can be brought to Mr. Rickert's attention for inclusion on the website. Chairman Butitta called for any questions or comments.

Discussion Item Video Taping of Finance Committee Meeting by John Butitta

Chairman Butitta advised there are no issues with videotaping of the Finance Committee meetings and posted to the YouTube site. Based on no objections, going forward Finance Committee meetings will be televised.

Discussion Item ARPA Phase 4 by Dave Rickert (with attachment)

Mr. Rickert reported after the Finance Committee's request, Finance broke out the individual requests by department and transmitted to Baker Tilly for review. Mr. Rickert directed committee members to the details in the attachment. The Board passed the Water Resources

Strategic Plan that is now listed as a spent request. There is currently \$1,018,297 funding left. Discussion followed on the TIF District Water Project 50% funding.

Discussion Item Capital Improvement Projects for Fiscal Year 2023 by Dave Rickert (with attachments)

Mr. Rickert directed committee members to the attachments and reviewed the updates to the capital improvement projects and capital infrastructure items. Chairman Butitta asked for an explanation of the 2023 General Fund Capital Budget Requests and Public Safety Sales Tax attachment. Discussion followed on the attachment. Chairman Butitta called for questions on any specific budget requests. Discussion followed on the coroner's requests and other capital budget requests. Mr. Rickert will work with the coroner's office on the requests for the department.

Resolution Amending the Fiscal Year 2023 Budget Policy

Ms. Dokken addressed the committee on the Resolution to amend the provisions within the County's fiscal year 2023 Budget Policy to include indirect costs and added "a grant awarded after October 1, 2022 but not a continuation of a grant awarded or a grant funded program existing prior to October 2022" as there are no indirect costs written into the grants. The finance department hired an employee to oversee higher level work in the grants and will develop a process that is county wide, allowing for indirect costs but allow for waivers on an as needed basis. A grant award summary was created. Anyone requesting a grant will submit the executive summary and resolution in addition to a grant award summary. A template has been created for this purpose. Ms. Dokken advised a language change regarding indirect costs and directed the committee to Exhibit B. the Grant/Other Funding Agreement Summary document.

Motion: Chairman Butitta.

Second: Mr. Sweeney.

Discussion: Discussion followed on the Resolution amending the fiscal year 2023 Budget Policy.

Motion: Mr. McDonald made the motion to amend the Resolution and add "grant period of performance" to the Fiscal Year 2023 Budget Policy

Second: Mr. Sweeney.

Discussion: None.

Vote: Motion to approve adding "grant period of performance" to the Resolution passed with a unanimous voice vote.

Vote: Motion to approve the original Resolution Amending the Fiscal Year 2023 Budget Policy passed with a unanimous voice vote.

Resolution to establish Public Safety Sales Tax Policy

Motion: Chairman Butitta.

Second: Mr. Salgado.

Ms. Dokken discussed the request to make edits to the Public Safety Sales Tax Policy and reviewed the edited changes with the committee members and referred to Attachment A, Public Safety Sales Tax Policy. Chairman Butitta called for any questions.

Vote: Motion passed with a unanimous voice vote.

Resolution Awarding ARP Funded HVAC CPU Replacements

Motion: Chairman Butitta.

Second: Mr. Salgado.

Mr. Thompson reviewed the ARP project with the committee. Mr. Butitta called for any discussion.

Discussion: Discussion followed.

Vote: Motion passed with a unanimous voice vote.

Resolution for the Purchase of a Truck for Facilities Department

Motion: Chairman Butitta.

Second: Mr. Salgado.

Mr. Thompson discussed the Resolution to purchase the truck for the Facilities department. This item was approved for purchase in September 2021 using CIP funds but the order wasn't filled due to lack of inventory. The committee agreed to include a line in the Executive Summary for future items to indicate if the bid came in under budget in the Executive Summary.

Vote: Motion passed with a unanimous voice vote.

Resolution Awarding Bid for Animal Services Addition and Renovations with ARPA Funds

Motion: Chairman Butitta.

Second: Mr. Sweeney.

Chairman Butitta called for any questions.

Vote: Motion passed with a unanimous voice vote.

Ordinance for a Budget Amendment for State's Attorney State Forfeiture Funds

Motion: Chairman Butitta.

Second: Mr. Thompson.

Mr. Rickert discussed the expenditure of existing funds. Chairman Butitta called for any questions regarding the Ordinance.

Vote: Motion passed with a unanimous voice vote.

Ordinance for Approval of Budget Amendment for Distribution of Opioid Lawsuit Settlement Funds

Motion: Chairman Butitta.

Second: Mr. Hoffman.

Mr. Thompson gave a background on the Ordinance for approval of distribution of the opioid lawsuit settlement. Departments were solicited for their input in creating the Ordinance. The committee was directed to the 2023 Request for Budget Amendment included in the committee packet for review. Discussion followed.

Vote: Motion passed with a unanimous voice vote.

Ordinance for Approval of Budget Amendment for Year End Adjustments

Motion: Chairman Butitta.

Second: Mr. Hoffman.

Mr. Rickert discussed the Ordinance and directed the committee to the Budget Amendment for 2022 year-end adjustments in the board packet. Finance plans to work with the departments and develop a policy within the Finance committee to meet budget needs but stay within their budgets approved by the Board.

Discussion: Discussion followed on ERAP 1 and 2. Mr. Butitta called for any other questions or concerns. Discussion followed. Chairman Butitta would like the

workers compensation history and the last fiscal year's number of claims by department.

Vote: Motion passed with a unanimous voice vote.

Resolution Authorizing Settlement of a Claim against the County of Winnebago entitled Howard Cowan versus Winnebago County

Motion: Chairman Butitta.

Second: Mr. Salgado.

Discussion: None.

Vote: Motion passed with a unanimous voice vote.

Resolution Authorizing Settlement of a Claim against the County of Winnebago entitled Shelly Turner versus Winnebago County

Motion: Chairman Butitta.

Second: Mr. Sweeney.

Discussion: None.

Vote: Motion passed with a unanimous voice vote.

Other Matters

Chairman Butitta called for any other matters to come before the committee.

- Mr. Rickert voiced concern over a recession in 2023 and to exercise caution in spending in 2023.
- Debt issues and payments. Two Bond issues.
- Pension and Liability.
- 457 Plan and prospective Retirement Plan with lower fees and better product line.
- Revisit Security Camera Project.

Adjournment

Motion: Motion made by Mr. Hoffman to adjourn.

Second: Mr. Thompson.

Vote: Motion to adjourn passed by unanimous voice vote.

Respectfully submitted,

Nancy Bleile
Administrative Assistant

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

Thursday, January 19, 2023
5:30 PM

Present:

John Butitta, **Chairman**
Jaime Salgado, Vice Chairman
Joe Hoffman
Keith McDonald
Michael Thompson

Absent:

Jean Crosby
John Sweeney

Others Present:

Patrick Thompson, County Administrator
David Rickert, Chief Financial Officer
Lafakeria Vaughn, State's Attorney's Office
Emily Behnke, Circuit Court
Sue Goral, Treasurer
Ann Johns, Purchasing Director
Shawn Franks, Facilities
Tom Jakeway, Circuit Court
Tom Lawson, Chief Deputy Circuit Clerk
Dr. Sandra Martell, WCHD
Chris Petrus, IT Dept
Chris Scrol, County Board Member
Nicole Ticknor, Circuit Court

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of Minutes – October 20 and November 3, 2022 Minutes
- D. Public Comment – This is the time we invite the public to address the Finance Committee with issues and concerns. We ask you to limit your comments to three minutes. Personal attacks or inappropriate language of any sort will not be tolerated. We will allow a maximum of five speakers on a first come basis with sign up at the meeting. Speakers may not address zoning matters which are pending before the ZBA, the Zoning Committee or the County Board. Personnel matters or pending or threatened litigation may not be addressed in open session. An individual may speak a maximum of three times per calendar year on the same topic. This prohibition shall include the repetition of the same topic in a statement on what is purported to be a different topic. After acknowledgement by the chair, please stand and state your name. Thank you.
- E. Discussion Item update on Winnebago County Investments by Treasurer Sue Goral
- F. Discussion Item Circuit Clerk Budget by Tom Lawson Chief Deputy Circuit Clerk
- G. Discussion Item Capital Improvement Projects for Fiscal Year 2023 by Dave Rickert CFO (attachment)
- H. Discussion Item ARP Phase 4 by Dave Rickert CFO (attachment)
- I. Discussion Item Cash Defeasance of General Obligation Bonds by David Rickert CFO (attachments)
- J. Ordinance for Approval of Budget Amendment for Circuit Court Bailiff
- K. Ordinance for Approval of Budget Amendment for Court Liaison Position
- L. Resolution Authorizing Amended Agreement for the Improving Criminal Justice Response to Domestic Violence, Dating Violence, Sexual Assault, and Stalking Grant
- M. Resolution Authorizing Amended Agreement for the Justice for Families Grant

- N. Resolution Authorizing Service Agreements for the Abuse in Later Life Grant
- O. Other Matters
- P. Adjournment

Call to Order

Chairman Butitta called the meeting to order at 5:30 pm.

Roll Call

Chair Butitta yes, Mr. Thompson yes, Mr. McDonald yes, Mr. Salgado yes, Mr. Hoffman yes.

Approval of Minutes

Motion: Mr. Hoffman.

Second: Mr. Salgado.

Motion to approve minutes of October 20 and November 3, 2022 unanimously approved.

Public Comment

Chairman Butitta omitted reading the Public Comment Section of the Agenda due to no one present to speak.

Discussion Item update on Winnebago County Investments by Treasurer Sue Goral

Treasurer Sue Goral shared a handout on County Assets as of 12/31/2022 and reviewed investments with committee members. Discussion followed. The Treasurer was thanked for her report.

Discussion Item Circuit Clerk Budget by Tom Lawson Chief Deputy Circuit Clerk

Tom Lawson circulated documents to committee members for review and advised of four items for discussion. Mr. Lawson discussed the current situation with the Fire Pay and gave an update on the Insurance Claim and the status of the first, second and third floors of the courthouse. Discussion followed. Mr. Lawson discussed the Capital Improvement Plan Project to replace scanners for probation, trial court administration, courtrooms and Mr. Lawson's office. The committee agreed the project be added to the Public Safety Sales Tax Fund list. Mr. Rickert received approval for the continuance of payment to personnel that is trending over budget with a mid-year correction. Mr. Lawson discussed the current Case Management System and stated Circuit Court Tom Klein asked that a committee begin exploring a new Case Management System. Mr. Lawson plans to present a presentation for a new system that would be included in the 2024-2025 budget. Mr. Lawson was thanked for his report.

Discussion Item Capital Improvement Projects for Fiscal Year 2023 by Dave Rickert CFO (attachment)

Mr. Rickert reviewed the updated Capital Improvement Projects with the committee. Discussion followed. Chairman Butitta proposed approving the General Fund Budget Capital Improvement requests. Discussion followed on the garage for the Highway Department. The Finance committee will send the entire list of the General Fund Budget Capital Improvements, with the exception of the new garage for the Highway Department, for approval to the Operations committee. The Public Safety Sales Tax Capital Budget requests were reviewed. Chairman Butitta proposed forwarding the requests to Operations including the Circuit Clerk Scanner request. Mr. Thompson shared a request for construction of a jury box for the domestic violence courtroom. The jury box construction with a cap at \$40,000, will be included in the Capital Budget requests for the Operations committee to approve.

Discussion Item ARP Phase 4 by Dave Rickert CFO (attachment)

Mr. Rickert updated the committee on the Phase 4 ARP requests. Discussion followed on the WFCFA Fire Protection District requests. Chairman Butitta suggested the TIF District Water Project 50% Funding project be moved to the Economic Development committee.

Discussion Item Cash Defeasance of General Obligation Bonds by David Rickert CFO (attachments)

Mr. Rickert reported an opportunity for payment of the General Obligation Bonds and referred the committee to the attachments. Discussion followed. This will be brought forward with a resolution at the February 2, 2023 committee meeting.

Ordinance for Approval of Budget Amendment for Circuit Court Bailiff

Motion: Chairman Butitta.

Second: Mr. Thompson.

Discussion: Mr. Jakeway discussed the Ordinance Budget Amendment to add two associate judges and two additional Circuit Court bailiff support staff.

Motion passed with a unanimous voice vote.

K. Ordinance for Approval of Budget Amendment for Court Liaison Position

Motion: Chairman Butitta.

Second: Mr. Salgado.

Discussion: Mr. Jakeway introduced Ms. Emily Behnke who spoke on the Budget Amendment for the Court Liaison position. The position is a one-year position but has the potential to be extended through grant funding.

Motion passed with a unanimous voice vote.

Resolution Authorizing Amended Agreement for the Improving Criminal Justice Response to Domestic Violence, Dating Violence, Sexual Assault, and Stalking Grant

Motion: Chairman Butitta.

Second: Mr. Salgado.

Discussion: Mr. Jakeway spoke on the Resolution related to domestic violence grant programming. Ms. Behnke reported receiving a no cost extension on the Improving the Criminal Justice Grant program.

Motion passed with a unanimous voice vote.

Resolution Authorizing Amended Agreement for the Justice for Families Grant

Motion: Chairman Butitta.

Second: Mr. Thompson.

Discussion: Ms. Behnke advised the Justice for Families Grant expires September 2024. There is no additional cost to extend the grant for the remainder of the grant period.

Motion passed with a unanimous voice vote.

Resolution Authorizing Service Agreements for the Abuse in Later Life Grant

Motion: Chairman Butitta.

Second: Mr. Hoffman.

Discussion: Ms. Behnke reported the Abuse in Later Life Grant expires in September 2023 with no additional cost to extend the grant.

Motion passed with a unanimous voice vote.

Other Matters

Chairman Butitta called for any other matters to come before the committee.

- Mr. McDonald reported an update on the estimated cost for scanners related to the Capital Improvement Plan Project from the budgeted cost of \$1,100 to \$900 per scanner.
- Mr. Rickert advised the need to have formal policies on Cannabis, Excise Sales Tax, the Casino funds and Opioid funds.

Adjournment

Motion: Motion made by Mr. Hoffman to adjourn.

Second: Mr. Salgado.

Motion to adjourn passed by unanimous voice vote.

Respectfully submitted,

Nancy Bleile

Administrative Assistant



Resolution Executive Summary

Prepared By: Lafakeria S. Vaughn
Committee: Finance Committee
Committee Date: March 16, 2023
Resolution Title: Resolution Authorizing Execution of Participation Agreements in National Opioid Settlements For CVS, Walgreens, Walmart, Teva and Allergan
County Code: Not Applicable
Board Meeting Date: March 23, 2023

Budget Information

Budgeted? NO	Amount Budgeted? N/A
If not, originally budgeted, explain the funding source? N/A	
If ARPA or CIP funded, original amount requested? N/A	
Actual Amount? N/A	
Over or Under approved amount? N/A By: N/A	
If ARPA funded, was it approved by Baker Tilly? N/A	
ORG/OBJ/Project Codes: N/A Descriptor: N/A	

Background Information: The County of Winnebago, Illinois is represented by the National Prescription Opioids Litigation Consortium (National Consortium) and the National Consortium is recommending participation in five (5) new settlement proposals for CVS, Walgreens, Walmart, Teva and Allergan.

Recommendation: Staff concurs

Legal Review: Legal review conducted by the State's Attorney's Office

Follow-Up: On behalf of the County, the Winnebago County Board Chairman will execute the participation agreements by the deadline of April 18, 2023.

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

2023 CR _____

SUBMITTED BY: FINANCE COMMITTEE

SPONSORED BY: JOHN BUTITTA

**RESOLUTION AUTHORIZING EXECUTION OF PARTICIPATION AGREEMENTS
IN NATIONAL OPIOID SETTLEMENTS FOR CVS, WALGREENS, WALMART,
TEVA AND ALLERGAN**

WHEREAS, the County of Winnebago, Illinois (County) is represented by the National Prescription Opioids Litigation Consortium (National Consortium) and the National Consortium is recommending participation in five (5) new settlement proposals for CVS, Walgreens, Walmart, Teva and Allergan; and

WHEREAS, upon recommendation of the National Consortium, the Finance Committee of the County Board of the County of Winnebago, Illinois recommends that the County execute the participation agreements in national opioid settlements for CVS, Walgreens, Walmart, Teva and Allergan.

NOW, THEREFORE BE IT RESOLVED, by the County Board of the County of Winnebago, Illinois that Joseph V. Chiarelli, the Winnebago County Board Chairman, is authorized and directed to, on behalf of the County of Winnebago, Illinois to execute the participation agreements for CVS, Walgreens, Walmart, Teva and Allergan.

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

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:

JOSEPH V. 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



Ordinance Executive Summary

Prepared By: David J. Rickert

Committee: Finance Committee

Committee Date: March 16, 2023

Ordinance Title: Ordinance for a Budget Amendment for Transfers from General Fund and PSST Funds for Capital Improvement Projects

County Code: Not Applicable

Board Meeting Date: March 23, 2023

Budget Information:

Was item budgeted?	No	Appropriation Amount:	\$0
If not, explain funding source: General Fund and PSST Fund Balances			
ORG/OBJ/Project Code: Various see attached detail			
FY2023 Budget Impact: \$3,390,180			

Background Information: The Winnebago County Administration is requesting a budget amendment to transfer funds from the General Fund reserves and PSST reserves to support various County capital projects. The funding will remain available in the Capital Projects Fund for projects as they are approved by the County Board. County Administration team regularly reviews the approved project status and available funds.

Recommendation: Staff Concurs

Contract/Agreement: Not Applicable

Legal Review: Not Applicable

Follow-Up: Not Applicable

2023 Fiscal Year

Finance: March 16, 2023

Lay Over: March 23, 2023

Sponsored by:

Final Vote: April 13, 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 Transfers from General Fund and PSST Funds for Capital Improvement Projects

WHEREAS, various County departments have need for capital and building improvements and the General Fund and Public Safety Sales Tax Fund have existing fund balances that may be used to fund these projects; and,

WHEREAS, the Winnebago County Board adopted the "Annual Budget and Appropriation Ordinance" for the fiscal year ending September 30, 2023 at its September 29, 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 **#23-017 Transfers for Capital Improvement Projects**.

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

General Fund Capital Budget Request 2023					Is this request for Capital Infrastructure?	Rank
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	19
0001	Admin	Replace Carpet	60,000	The Administration Buildings carpet is 19 years old	Yes	26
0001	Admin	1 New Trucks	54,000	Replace truck	No	16
0001	Admin	1 New Trucks	56,000	Replace truck	No	16
0001	River Bluff	Replace Heating Coils	45,000		Yes	20
0001	River Bluff	Replace Cooling Coils	45,000		Yes	15
0001	River Bluff	Add HVAC Control to Air handlers	85,000		Yes	8
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	14
0001	River Bluff	Replace humidifiers	35,000		Yes	24
0001	River Bluff	Replace Sheet Pans on Air Handlers	75,000		Yes	13
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	10
0001	River Bluff	Reroof Patio A/B gazebo	30,000		Yes	25
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	

General Fund CIP 2023	\$	708,000	
Already Funded		<u>54,000</u>	Truck for Admin
General Fund CIP 2023 Request	\$	654,000	

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	216,064	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	6	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	21	No	
0101	CJC	Chiller Rebuild	95,000	CJC chillers located in the power plant are 15 years old.	Yes	30	No	
0101	CJC	Replace Carpet and Flooring	55,000	The carpet is just worn from all the traffic	Yes	28	No	
0101	CJC	Obsolete Elevator Brakes	60,000	Elevator 1 will need to budget the rest one or two each year	Yes	5	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	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	17	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	27	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	1	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	7		
0101	JJC	Replace HVAC CPU's are no longer supported (Obsolete)	50,000		Yes	22	No	
0101	JJC	Repave North Lot	150,000		Yes	11	No	
0101	JJC	Repave South Lot	150,000		Yes	12	No	
0101	JJC	Replace Roof	100,000		Yes	31	No	
0101	Juvenile Det.	Replace Boilers	200,000	Reached their end of life	Yes	XX	No	
0101	Juvenile Det.	Hot Water Heater and Storage Tanks	45,000	Reached their end of life and bottoms are rotting out	Yes	XX	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	XX	No	
0101	Juvenile Det.	Painting	60,000	Paint is chipping and peeling in the gym and other areas in the facility	Yes	XX	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	XX	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.	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	XX	No	
0101	Juvenile Det.	Replace HVAC CPU's are no longer supported (Obsolete)	50,000		Yes	23	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	2	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	18	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	Sheriff	9 New CDU patrol cars	640,000	Replace 9 CDU patrol cars	No	3	No	
0101	Adult Probation	Replace HVAC CPU's are no longer supported (Obsolete)	50,000		Yes	9	No	
0101	Adult Probation	Replace Fire Panel will have to replace devices	95,000		Yes	3	No	
0101	Adult Probation	Replace RTU	100,000		Yes	4		
0101	Adult Probation	Replace Carpet and Flooring	45,000		Yes	29	No	
0101	Adult Probation	Replace Roof Add More Roof Drains	200,000		Yes	27	No	

Total Request from Public Safety Sales Tax \$ 5,052,244
 Already Funded (216,064) Circuit Clerk Scanners
 Funds Already Budgeted \$ (2,100,000)
 Net Request from PSST \$ 2,736,180

XX

These items were added back into the list before numbers could be obtained.

General Fund

2022 Year End Fund Balance		\$	55,953,000	Excess Reserve	Fully Funding Capital Requests	Remaining Excess Reserve
Reserve (1)	25%	\$	16,974,500	\$ 38,978,500	\$ 654,000	\$ 38,324,500
Reserve (1)	30%	\$	20,369,400	\$ 35,583,600	\$ 654,000	\$ 34,929,600
Reserve (1)	35%	\$	23,764,300	\$ 32,188,700	\$ 654,000	\$ 31,534,700
Reserve (1)	40%	\$	27,159,200	\$ 28,793,800	\$ 654,000	\$ 28,139,800

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

Public Safety Sales Tax

2022 Year End Fund Balance (1)		\$	13,163,936	Excess Reserve	Fully Funding Capital Requests (3)	Remaining Excess Reserve
Reserve (2)	25%	\$	9,309,750	\$ 3,854,186	\$ 2,736,180	\$ 1,118,006
Reserve (2)	30%	\$	11,171,700	\$ 1,992,236	\$ 2,736,180	\$ (743,944)
Reserve (2)	35%	\$	13,033,650	\$ 130,286	\$ 2,736,180	\$ (2,605,894)
Reserve (2)	40%	\$	14,895,600	\$ (1,731,664)	\$ 2,736,180	\$ (4,467,844)

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

Additional Requests:	Item	Amount	Recommendation
States Attorney	Software	\$ 1,100,000	PFA Fund
Public Defender	Software	\$ 500,000	PFA Fund
River Bluff Nursing Home	Various	\$ 2,500,000	CIP 2024
		<u>\$ 4,100,000</u>	