

FINANCE COMMITTEE AGENDA

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

DATE: THURSDAY, AUGUST 3, 2023
TIME: IMMEDIATELY FOLLOWING OPERATIONS AND ADMINISTRATIVE COMMITTEE MEETING
LOCATION: ROOM 303
COUNTY ADMINISTRATION BLDG
404 ELM STREET
ROCKFORD, IL 61101

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of July 6, 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.
- E. Ordinance for a Budget Amendment to Provide Funds for the Winnebago County Highway Department for the Riverside Boulevard Multi-Use Path Study – ARP Phase 4
- F. Ordinance for a Budget Amendment to Fund Boys and Girls Club Addressable Fire Alarm System – ARP Phase 4
- G. Ordinance for a Budget Amendment to Provide Funds for the Boys and Girls Club New HVAC System – ARP Phase 4
- H. Ordinance for a Budget Amendment to Fund Zion West Enterprise Van Purchase – ARP Phase 4
- I. Ordinance for a Budget Amendment to Fund Carpet Purchase for Inner City Reconstruction Group’s Building – ARP Phase 4
- J. Resolution Adopting Fiscal Year 2024 Budget Policy
- K. Budget Update
- L. Closed Session to Discuss Pending Litigation

M. Other Matters

N. Adjournment

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

Thursday, July 6, 2023

Immediately Following Operations & Administrative Committee Meeting

Present:

John Butitta, **Chairperson**
Jaime Salgado, **Vice Chairperson**
Jean Crosby (6:11 pm arrival)
Joe Hoffman
Keith McDonald
John F. Sweeney
Michael Thompson

Others Present:

Joseph Chiarelli, County Board Chairman
Patrick Thompson, County Administrator
Steve Schultz, Chief Financial Officer
Lafakeria Vaughn, State's Attorney's Office
Paul Arena, County Board Member
Dr. Sandra Martell, Health Department

AGENDA:

- A. Call to Order
- B. Roll Call
- C. Approval of June 1, 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 Chairman, please stand and state your name. Thank you.
- E. Ordinance for a Budget Amendment for a Circuit Clerk Project Manager
- F. Resolution Authorizing an Increase in the Salary of the Winnebago County Public Defender
- G. Resolution Authorizing Voya Retirement Insurance and Annuity Company as Winnebago County's 457(B) Deferred Compensation Plan Record Keeper
- H. Ordinance for Approval of a Budget Amendment to Change the County 457(b) Plan Vendor
- I. Resolution Authorizing Use of Winnebago County Health Department Surplus Funds to Pay Off the Bond on 555 N. Court Street
- J. An Ordinance Providing for the Payment of Certain Outstanding Bonds of the County and Authorizing and Directing the Execution of an Escrow Agreement in Connection Therewith
- K. Ordinance for Approval of a Budget Amendment to Reimburse the General Fund for 555 Court Street Bond Payments
- L. 2024 Levy First Draft Review/Discussion
- M. Discuss Federal Lobbyist/Consulting Services
- N. Other Matters
- O. Adjournment

Call to Order

Chairperson Butitta called the meeting to order.

Roll Call

Chairperson Butitta yes, Ms. Crosby yes, Mr. Hoffman yes, Mr. McDonald yes, Mr. Salgado yes, Mr. Sweeney yes, Mr. Thompson yes.

Approval of June 1, 2023 Minutes

Chairperson Butitta called for a motion to approve the June 1, 2023 Minutes.

Motion: Mr. Hoffman. Second: Mr. Thompson.

Motion passed by unanimous voice vote.

Public Comment

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

Ordinance for a Budget Amendment for a Circuit Clerk Project Manager

Motion: Chairperson Butitta. Second: Mr. Thompson.

The Ordinance is a Budget Amendment to cover the salary for a Circuit Clerk Project Manager through September 30, 2023. The Project Manager will also help with the State's Attorney and Public Defender Projects.

- Discussion followed.

Motion passed by unanimous voice vote.

Resolution Authorizing an Increase in the Salary of the Winnebago County Public Defender

Motion: Chairperson Butitta. Second: Mr. Salgado.

Mr. Schultz discussed the Resolution authorizing an increase in the salary of the Winnebago County Public Defender and directed committee members to the attachment in the committee packet.

Chairperson Butitta called for questions or comments.

Motion passed by unanimous voice vote.

Resolution Authorizing Voya Retirement Insurance and Annuity Company as Winnebago County's 457(B) Deferred Compensation Plan Record Keeper

Motion: Chairperson Butitta. Second: Mr. Thompson.

Mr. Thompson advised the Resolution is a voluntary program for employees. It is a 457(B) plan that offers employees the ability to make pre-tax contributions into the plan. The State's Attorney's office has extensively reviewed the plan and a Selection committee made the recommendation to accept the Voya Retirement Insurance and Annuity Company's proposal.

Motion passed by unanimous voice vote.

Ordinance for Approval of a Budget Amendment to Change the County 457(b) Plan Vendor

Motion: Chairperson Butitta. Second: Mr. Salgado.

Mr. Thompson reported the Ordinance is for approval of a Budget Amendment to change the County 457(b) Plan vendor to Voya Retirement Insurance and Annuity Company.

Chairman Butitta called for questions or comments.

Motion passed by unanimous voice vote.

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

Motion: Chairperson Butitta. Second: Mr. Thompson.

Mr. Schultz advised the Resolution authorizes use of surplus funds to pay off the Bond on 555 N. Court Street.

Chairperson Butitta called for questions or comments.

- Discussion followed.

Motion passed with a majority voice vote.

An Ordinance Providing for the Payment of Certain Outstanding Bonds of the County and Authorizing and Directing the Execution of an Escrow Agreement in Connection Therewith

Motion: Chairperson Butitta. Second: Mr. Thompson.

Chairperson Butitta called for questions or comments.

Motion passed by unanimous voice vote.

Ordinance for Approval of a Budget Amendment to Reimburse the General Fund for 555 Court Street Bond Payments

Motion: Chairperson Butitta. Second: Mr. Salgado.

Mr. Schultz advised the Ordinance is to approve a budget amendment to reimburse the General Fund for 555 Court Street Bond payments.

Chairperson Butitta called for questions or comments.

Motion passed by unanimous voice vote.

2024 Levy First Draft Review/Discussion

Mr. Schultz reviewed the 2024 Property Tax Levy Draft attachment with committee members.

- Discussion followed.

Discuss Federal Lobbyist/Consulting Services

Mr. Schultz discussed funding the Federal Lobbyist consulting services and budgeting for services in 2024.

- Discussion followed.

Other Matters – None reported.

Adjournment

Chairperson Butitta called for a motion to adjourn.

Motion: Ms. Crosby. Second: Mr. Thompson.

Motion to adjourn passed by unanimous voice vote.

Respectfully submitted,

Nancy Bleile
Administrative Assistant



Ordinance Executive Summary

Prepared By: Steve Schultz
Committee: Finance Committee
Committee Date: August 3, 2023
Ordinance Title: Ordinance for a Budget Amendment to Provide Funds for the Winnebago County Highway Department for the Riverside Boulevard Multi-Use Path Study
Board Meeting Date: August 10, 2023

Budget Information:

Was item budgeted? No	Appropriation Amount: \$100,000
If not, explain funding source: ARP Phase 4 Funds	
ORG/OBJ/Project Code: 61300 / 43190/ RP092 American Rescue Plan /Other Professional Services	
FY2023 Budget Impact: \$100,000	

Background Information: This is for Phase I Engineering Study for a multi-use path along Riverside Boulevard, connecting the Perryville Path to Sportscore Two, Javon Bea Hospital and other developments on the east side of I-90. This amount would be the County's share of a proposed IGA with the Cities of Loves Park and Rockford. Completion of this study, required when federal funds are used for construction, would facilitate the application for grants and other funds for construction of this multi-use path across I-90.

Recommendation: Finance Department recommends approval

Contract/Agreement: Not applicable

Legal Review: Not applicable

Follow-Up: Not applicable

2023 Fiscal Year

Sponsored by:
John Butitta, Finance Committee Chairman

Finance: August 3, 2023
Lay Over: August 10, 2023
Final Vote: August 24, 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 to Provide Funds for the Winnebago County Highway Department for the Riverside Boulevard Multi-Use Path Study

WHEREAS, as part of proposed IGA with the Cities of Loves Park and Rockford, for the construction of a multi-use path across I-90, \$100,000.00 is Winnebago County's share of the cost of the study needed to facilitate the application for grants and other funds,

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 **#23-041 Riverside Blvd. Multi-Use Path Study**

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:		7/24/2023			AMENDMENT NO: 2023-041			
DEPARTMENT:		American Rescue Plan Act			SUBMITTED BY: Steve Schultz			
FUND#:		0313 American Rescue Plan			DEPT. BUDGET NO. 61300 American Rescue Plan			
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								
61300	43190	RP092	Other Professional Services	\$0	\$0	\$0	\$100,000	\$100,000
Revenue								
TOTAL ADJUSTMENT:							\$100,000	
Reason budget amendment is required:								
This is for a Phase I Engineering Study for a multi-use path along Riverside Boulevard, connecting the Perryville Path to Sportscore Two, Javon Bea Hospital and other developments on the east side of I-90. This amount would be the County's share of a proposed IGA with the Cities of Loves Park and Rockford. Completion of this study, required when federal funds are used for construction, would facilitate the application for grants and other funds for construction of this multi-use path across I-90.								
Potential alternatives to budget amendment:								
None								
Impact to fiscal year 2023 budget: \$100,000								
Revenue Source: Fund 0313 American Rescue Plan Act Fund								



Ordinance Executive Summary

Prepared By: Steve Schultz
Committee: Finance Committee
Committee Date: August 3, 2023
Ordinance Title: Ordinance for a Budget Amendment to Fund Boys & Girls Club Addressable Fire Alarm System
Board Meeting Date: Aug 10, 2023

Budget Information:

Was item budgeted? No	Appropriation Amount: \$11,660
If not, explain funding source: ARP Phase 4 Funds	
ORG/OBJ/Project Code: 61300 / 43204 / RO093 American Rescue Plan /ARP Comm Non-profit Grants	
FY2023 Budget Impact: \$11,660	

Background Information: The Boys & Girls Club of Rockford, Fairgrounds Unit, is looking to install a new Fire Alarm Panel, with enhanced notification and detection devices; updating their antiquated system. Their current system is not applicable with integrated monitoring. This will also cover permit fees which come with installing the new system.

Recommendation: Finance Department recommends approval

Contract/Agreement: Not applicable

Legal Review: Not applicable

Follow-Up: Not applicable

2023 Fiscal Year

Sponsored by:
John Butitta, Finance Committee Chairman

Finance: August 3, 2023
Lay Over: August 10, 2023
Final Vote: August 24, 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 to Fund Boys & Girls Club
Addressable Fire Alarm System**

WHEREAS, the Boys & Girls Club of Rockford, Fairgrounds Unit, has requested funds from ARP Phase 4 to help pay for a new Fire Alarm System to replace their outdated system,

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 **#23-038 Boys & Girls Club Addressable Fire Alarm System**

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:		7/24/2023			AMENDMENT NO: 2023-038			
DEPARTMENT:		American Rescue Plan Act			SUBMITTED BY: Steve Schultz			
FUND#:		0313 American Rescue Plan			DEPT. BUDGET NO. 61300 American Rescue Plan			
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								
61300	43204	RP093	ARP Comm Non-profit Grants	\$0	\$0	\$0	\$11,660	\$11,660
Revenue								
TOTAL ADJUSTMENT:							\$11,660	
Reason budget amendment is required:								
The Boys & Girls Club of Rockford, Fairgrounds Unit, would like to install an addresssable Fire Alarm Panel, with enhanced notification devices and detection; replacing their antiquated system. The current system is not applicable with integrated monitoring. This will also cover permit fees which come with installing the new system.								
Potential alternatives to budget amendment:								
None								
Impact to fiscal year 2023 budget: \$11,660								
Revenue Source: Fund 0313 American Rescue Plan Act Fund								



Ordinance Executive Summary

Prepared By: Steve Schultz
Committee: Finance Committee
Committee Date: August 3, 2023
Ordinance Title: Ordinance for a Budget Amendment to Provide Funds for the Boys & Girls Club
New HVAC System
County Code:
Board Meeting Date: August 10, 2023

Budget Information:

Was item budgeted? No	Appropriation Amount: \$200,000
If not, explain funding source: ARP Phase 4 Funds	
ORG/OBJ/Project Code: 61300 / 43204 / RP094 American Rescue Plan / ARP Comm Non-Profit Grants	
FY2023 Budget Impact: \$200,000	

Background Information: The Boys & Girls Club of Rockford, Fairgrounds Unit, is going to install a new high efficiency HVAC system to replace the current boiler (heat) and add air conditioning. This will allow the club to serve more members during the summer months and provide free flowing air which helps reduce the risk of Covid-19 transmissions.

Recommendation: Finance Department recommends approval

Contract/Agreement: Not applicable

Legal Review: Not applicable

Follow-Up: Not applicable