

# **SPECIAL 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 31, 2023  
**TIME:** IMMEDIATELY FOLLOWING  
OPERATIONS AND ADMINISTRATIVE  
COMMITTEE MEETING

**LOCATION:** **ROOM 510**  
COUNTY ADMINISTRATION BLDG  
404 ELM STREET  
ROCKFORD, IL 61101

## **AGENDA:**

- A. Call to Order
- B. Roll Call
- C. Approval of August 3, 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. Treasurer’s Investment Report (Treasurer Sue Goral)
- F. Resolution for Approval of a Wage Increase for RN and LPN Positions at River Bluff Nursing Home
- G. Finance Committee FY24 Budget Approval
- H. Annual Appropriation Ordinance
- I. Other Matters
- J. Adjournment

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

Thursday, August 3, 2023

Immediately Following Operations & Administrative Committee Meeting

**Present:**

John Butitta, Chairperson  
Joe Hoffman  
Keith McDonald  
Michael Thompson

**Others Present:**

Patrick Thompson, County Administrator  
Steve Schultz, Chief Financial Officer  
Ann Johns, Purchasing Director  
Paul Arena, County Board Member  
Charlotte LeClercq, Asst. Deputy State's Attorney Office  
Tommy Meeks, Alternative Programs Community Liaison  
Chris Petrus, IT Department

**Absent:**

Jaime Salgado, Vice Chairperson  
Jean Crosby  
John F. Sweeney

**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 Chairman, please stand and state your name. Thank you.
- 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

## **Call to Order**

Chairperson Butitta called the meeting to order at 5:38 PM.

## **Roll Call**

Chairperson Butitta yes, Mr. Hoffman yes, Mr. McDonald yes, Mr. Thompson yes.

## **Approval of July 6, 2023 Minutes**

Chairperson Butitta called for a motion to approve the July 6, 2023 Minutes.

Motion: Chairman Butitta. 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 to Provide Funds for the Winnebago County Highway Department for the Riverside Boulevard Multi-Use Path Study – ARP Phase 4**

Motion: Chairperson Butitta. Second: Mr. Hoffman.

The Ordinance was presented for approval. The initial feasibility study was completed and has moved to Phase 1 Engineering.

- Discussion followed.

Motion passed by unanimous voice vote.

## **Ordinance for a Budget Amendment to Fund Boys and Girls Club Addressable Fire Alarm System – ARP Phase 4**

Motion: Chairperson Butitta. Second: Mr. Hoffman.

Chairperson Butitta called for questions or comments.

- Discussion followed.

Motion passed by unanimous voice vote.

## **Ordinance for a Budget Amendment to Provide Funds for the Boys and Girls Club New HVAC System – ARP Phase 4**

Motion: Chairperson Butitta. Second: Mr. Thompson.

Chairperson Butitta called for questions or comments.

- Discussion followed.

Motion passed by unanimous voice vote.

## **Ordinance for a Budget Amendment to Fund Zion West Enterprise Van Purchase – ARP Phase 4**

Motion: Chairperson Butitta. Second: Mr. Thompson.

Chairperson Butitta called for questions or comments.

- Discussion followed.

Motion passed by unanimous voice vote.

## **Ordinance for a Budget Amendment to Fund Carpet Purchase for Inner City Reconstruction Group's Building – ARP Phase 4**

Motion: Chairperson Butitta. Second: Mr. Thompson.

Chairperson Butitta called for questions or comments.

- Discussion followed.

Motion passed by unanimous voice vote.

## **Resolution Adopting Fiscal Year 2024 Budget Policy**

Motion: Chairperson Butitta. Second: Mr. Thompson.

The Resolution was presented for approval. Chairperson Butitta and committee members reviewed changes to be made to the Fiscal Year 2024 Budget Policy. page 7, CAPITAL IMPROVEMENT PROJECTS (CIP) PLANNING AND BUDGETS, paragraph 4. The following was struck from paragraph 4: “consisting of the County Administrator, Chief Financial Officer and representatives from Finance, Purchasing, Facilities, IT and the Sheriff.” The paragraph now reads: *Approved CIP projects will be appropriated in the Capital Projects Improvement Fund. County Administrator has developed a team. This team will meet regularly to review and discuss the progress of approved projects.*

Motion: Chairperson Butitta made a motion to amend Fiscal Year 2024 Budget Policy, page 7, CAPITAL IMPROVEMENT PROJECTS (CIP) PLANNING AND BUDGETS, paragraph 4. Second: Mr. McDonald.

Chairperson Butitta called for questions or comments.

- Discussion followed.

Motion passed by unanimous voice vote.

Chairperson Butitta called for approval of the Resolution Adopting Fiscal Year 2024 Budget Policy.

Chairperson Butitta called for questions or comments on the amended Fiscal Year 2024 Budget Policy.

Motion passed by unanimous voice vote.

### **Budget Update**

Mr. Schultz discussed Budget updates with committee members.

Chairperson Butitta called for questions or comments.

- Discussion followed.

### **Closed Session to Discuss Pending Litigation**

Chairperson Butitta called for a motion to enter Closed Session to discuss pending litigation.

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

Motion passed by unanimous voice vote.

Roll Call: Chairperson Butitta yes, Mr. Hoffman yes, Mr. McDonald yes, Mr. Thompson yes.

Chairperson Butitta – No action was taken in Closed Session.

### **Other Matters**

- Utilization and documentation of funds designated for community projects.
- Written approval by State’s Attorney office requested by Mr. McDonald in making a donation to the Lindmark Foundation.

### **Adjournment**

Chairperson Butitta called for a motion to adjourn.

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

Motion to adjourn passed by unanimous voice vote.

Respectfully submitted,

Nancy Bleile  
Administrative Assistant

**Treasurer's Investment  
Report  
(Treasurer Sue Goral)**



# Resolution Executive Summary

**Prepared By:** Patrick Thompson, Steve Schultz and Debbie Crozier

**Committee:** Finance

**Committee Date:** August 31, 2023

**Resolution Title:** Resolution for Approval of a Wage Increase for RN and LPN Positions at River Bluff Nursing Home

**Board Meeting Date:** September 7, 2023

## Budget Information:

<b>Was item budgeted?</b> Yes	<b>Appropriation Amount:</b>
<b>If not, explain funding source:</b>	
<b>ORG/OBJ/Project Code:</b>	<b>Budget Impact:</b> Neutral

**Background Information:** River Bluff takes pride in providing exceptional care to all residents through person-centered care.

We are currently working on bringing in new residents. This will require additional staffing as we increase the resident count. Cost for services have escalated over the years, we are paying agencies \$56-\$70/hour for LPN's and \$62-\$85/hour for RN's. We would much rather pay employees than agencies.

In order to be competitive with other nursing homes and hospitals in our area it is imperative that we increase wages for the nursing staff. The wage proposal is based on the years of experience of the RN/LPN (Exhibit A).

While increasing wages will not guarantee that we will solve all of our employment issues, it will certainly make us much more interesting to job seekers as the COVID pandemic diminishes and lets us build a strong team to provide the level of service we are so proud of.

**Recommendation:** The Finance Committee, chaired by John Butitta has reviewed the resolution presented to the Board. The Board is asked to vote in favor of the Committee's recommendation at its September 7, 2023 meeting.

**Contract/Agreement:** N/A

**Legal Review:** N/A

**Follow-Up:** This wage increase would be effective on the October 6, 2023 payroll.

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

Sponsored by: John Butitta  
Submitted by: Finance Committee

2023 CR

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**RESOLUTION FOR APPROVAL OF A WAGE INCREASE FOR THE RN AND LPN POSITIONS AT RIVER BLUFF  
NURSING HOME**

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**WHEREAS**, the County of Winnebago, Illinois, have RN and LPN positions at River Bluff Nursing Home (RBNH); and

**WHEREAS**, effective October 6, 2023 we are recommending a rate increase to the RN and LPN positions. The increase in the hourly rate will allow RBNH to reduce the need for agency staffing and keep RBNH competitive with other nursing homes and hospitals in the area;

**See Exhibit A – 2023 Nursing Wage Proposal**

**WHEREAS**, the intent is to be budget neutral with a reduction in agency wages; and

**WHEREAS**, the Finance Committee of the County Board for the County of Winnebago, Illinois has reviewed the request and recommends that the County Board authorize execution of an hourly rate increase for RN and LPN positions at RBNH effective on the October 6, 2023 payroll.

**NOW, THEREFORE BE IT RESOLVED**, by the County Board of the County of Winnebago, Illinois that the Winnebago County Board Chairman is hereby authorized to increase the hourly rate for the RN and LPN positions effective on the October 6, 2023 payroll.

**BE IT FURTHER RESOLVED** that this Resolution shall be in full force and effective immediately upon its adoption and the Clerk of the County Board is hereby authorized to prepare and deliver certified copies of this Resolution to the River Bluff Nursing Home Administrator, Director of Human Resources and the County Auditor.

Respectfully Submitted,  
**FINANCE COMMITTEE**

**AGREE**

**DISAGREE**

\_\_\_\_\_  
JOHN BUTITTA, CHAIRMAN

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JOHN BUTITTA, CHAIRMAN

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JAIME SALGADO, VICE CHAIRMAN

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JAIME SALGADO, VICE CHAIRMAN

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JEAN CROSBY

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JEAN CROSBY

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JOE HOFFMAN

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JOE HOFFMAN

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KEITH McDONALD

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KEITH McDONALD

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JOHN F. SWEENEY

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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.

\_\_\_\_\_  
**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 Nursing Wage Proposal

RN Hourly Rate Based on Experience		LPN Hourly Rate Based on Experience	
0-4 years	\$38.00-\$39.00	0-4 years	\$31.00-\$32.00
5-9 years	\$40.00-\$41.00	5-9 years	\$33.00-\$34.00
10 or more years	\$42.00-\$43.00	10 or more years	\$35.00-\$36.00

Current Rates: RN \$29-\$40/hour, LPN \$25-\$32

Current Staff: RN = 11, LPN 19

Compensation Survey: 13 facilities were reviewed

### **Background of Nursing Industry:**

- The competition landscape for nurses has drastically changed in last 3-5 years
- Strong push for RNs to satisfy staffing requirements for increased RN utilization by CMS and accrediting agencies, started in hospitals and now there is a focus on Nursing Homes
- There are potential monetary penalties for Nursing Homes that do not meet required RN, LPN, and CNA staffing hours
- These regulatory changes have Skilled Nursing Homes competing fiercely not only with each other but with hospitals as well for the same pool of RNs and LPNs

### **Benefits of the proposed nursing wage increase:**

- Reduce and eliminate agency usage, decreasing premium wage costs
- Retain experienced core staff for maximum retention, job satisfaction and improved teamwork
- Be competitive within the current local market
- Leverage for recruiting core staff
- Positive effects of having our own qualified staff impacts quality of care, resident safety, finances and reputation

**Finance Committee  
FY24 Budget Approval**



# Resolution Executive Summary

**Prepared By:** Finance Department  
**Committee:** Finance Committee  
**Committee Date:** August 31, 2023  
**Resolution Title:** Annual Appropriation Ordinance  
**County Code:** Winnebago County Code Sec 2 -38 Accounting and Financial Reporting Policies

**Board Meeting Date:** September 7, 2023

**Budget Information:**

<b>Was item budgeted?</b> This is the Fiscal Year 2024 Budget
<b>If not, explain funding source:</b> N/A
<b>ORG/OBJ/Project Code:</b> N/A <b>Budget Impact:</b> N/A

**Background Information:**

Annually the county is required to pass a budget. Said budget must comply with Governmental Accounting Standards Board (GASB) pronouncements. The Proposed Fiscal Year 2024 Winnebago County Budget provides the financial detail to the Annual Appropriation Ordinance. Please note, the Annual Appropriation Ordinance and the Proposed Fiscal Year 2024 Budget are and should be considered parts of the same document. This executive summary, the Annual Appropriations Ordinance along with its supporting Fiscal Year 2024 Budget is or will be available no later than 9-14-2023 in electronic format and hard copy by contacting the Winnebago County Clerk. Also, from 9-14-2023 until 9-28-2023 this document will be on public display in the Winnebago County Clerk’s Office.

**Recommendation:**

This is the recommended budget based on communication with county board members and members of the Finance Committee.

**Contract/Agreement:**

N/A

## 2023 CO

### ANNUAL APPROPRIATION ORDINANCE

**WHEREAS**, the herein contained annual budget has been prepared in accordance with “An Act in Relation to the Budgets of Counties Not Required by Law to Pass an Annual Appropriation Bill”, as amended; and,

**WHEREAS**, The Finance Committee of the County Board of the County of Winnebago, State of Illinois, has received the herein contained estimated revenues, expenditure budgets and appropriations for the various departments and funds for the fiscal year beginning October 1, 2023 and ending September 30, 2024; and,

**WHEREAS**, said schedule of appropriations which specified the several objects and purposes of each item of expense is to be known as the Annual Appropriation Ordinance. Also, said Annual Appropriation Ordinance applies to the various Federal and State Grants that are approved by the County Board or County Health Board and appropriate funding agency.

**NOW, THEREFORE, BE IT ORDAINED**, by the County Board of the County of Winnebago, Illinois, that the amounts and purposes herein specified, or so much thereof as may be authorized by law, as may be needed, be and the same are hereby appropriated from the following funds: General Fund, Public Safety Sales Tax Fund, Public Health/Grants Fund, Detention Home Fund, County Highway Fund, County Bridge & Improvement Fund, Federal Aid Matching Fund, Motor Fuel Tax Fund, Rebuild Illinois Fund, Historical Museum Fund, Animal Services Fund, Animal Services Donation Fund, Veteran’s Assistance Fund, Employer Social Security Fund, Illinois Municipal Retirement Funds, Tort Judgment and Liability Insurance Fund, Health Insurance Fund, River Bluff Nursing Home Fund, Internal Services Fund, Law Library Fund, Recorder’s Document Fee Fund, Court Security Fee Fund, Document Storage Fund, Probation Service Fee Fund, Court Automation Fund, Children’s Waiting Room Fund, Specialty Courts Fund, State’s Attorney Grants Fund, Circuit Court Grants Fund, Child Support & Collection Fee Fund, Marriage and Civil Union Fund, Treasurer Delinquent Tax Fund, WinGIS (County Share) Fund; 9-1-1 Operations Fund (ETSB), Children’s Advocacy Project Fund, CASA Fund, Vital Records Fee Fund, Victim Impact Panel Fee Fund, Host Fee Fund, Recorder’s Rental Housing Fee Fund, Drug Enforcement Fund (Sheriff), Neutral Site Custody Exchange Fee Fund, 555 North Court Street Operations Fund, Coroner’s Office Fee Fund, Deferred Prosecution Program Fund, 2012C Refunding Bond Fund, 2013C Debt Certificates Fund, 2013E Debt Certificates Fund, 2015A Debt Certificates Bond Fund, 2016E Refunding Bond Fund, 2017C Refunding Bond Fund, 2018 Pension Obligation Bonds Fund, 2020A GO Bond Fund, 2021A Refunding Bonds Fund, 2021B Refunding Bonds Fund, 2022 Series Go Refunding Bonds, 2015A Project Fund, Mortgage Foreclosure Mediation Fund, Baxter Road Special Tax Allocation Fund, Water System–Baxter Road Fund, Community Development Loan Fund, Hotel/Motel Tax Fund, Federal Forfeiture Fund (State’s Attorney), State Drug Forfeiture Fund (State’s Attorney), Check Offender Program Fund (State’s Attorney), State’s Attorney Automation Fund, County Automation Fund, Sheriff Electronic Citation Fund, Sheriff’s Commissary Fund, CJC Fitness Fund, Jail Medical Cost Fund, Mental Health Tax Fund, Circuit Clerk Electronic Citation Fund, Circuit Clerk Operations and Administration Fund, Sheriff’s Department Grant Fund, Probation Grants Fund, City Election Fund, Capital Projects Fund, ERAP II Fund,

American Rescue Plan Act Fund, Chairman's Office of Criminal Justice Initiatives Grants Fund, Regional Police Training Center Fund, 2024 Court-Case Management Project Fund, for the fiscal year beginning October 1, 2023 and ending September 30, 2024; and,

**BE IT FURTHER ORDAINED**, that the object classifications to be used to identify the objects of expenditures within the various appropriations shall be known as personnel; supplies and services, capital outlays; debt service; transfers;

**BE IT FURTHER ORDAINED**, that the clerk of the County Board of the County of Winnebago, Illinois shall deliver a certified copy of this Ordinance to the County Clerk.

Respectfully Submitted,  
**FINANCE COMMITTEE**

**(AGREE)**

**(DISAGREE)**

\_\_\_\_\_  
JOHN BUTITTA, CHAIR

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JOHN BUTITTA, CHAIR

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JAIME SALGADO, VICE CHAIR

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JAIME SALGADO, VICE CHAIR

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JEAN CROSBY

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JEAN CROSBY

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JOE HOFFMAN

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JOE HOFFMAN

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KEITH McDONALD

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KEITH McDONALD

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JOHN F. SWEENEY

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JOHN F. SWEENEY

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MICHAEL THOMPSON

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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