

# Lake County Illinois

*Lake County Courthouse and Administrative Complex  
18 N. County Street  
Waukegan, IL 60085-4351*



## **Meeting Minutes - Final**

**Wednesday, September 23, 2009**

**9:00 AM**

**Joint Revenue, Records and Legislation Committee and Financial  
and Administrative Committee Budget meeting**

**Assembly Room**

**Revenue, Records and Legislation Committee**

**1. Call to Order**

*Chairs Bassi and Paxton called the meeting to order at 9:03 a.m.*

**Present** 6 - Chair Bassi, Member Paxton, Member Carey, Member Hewitt, Vice Chair Pedersen and Member Taylor

**Absent** 1 - Member Nixon

*F&A Committee members present: Chair Paxton, Vice-Chair Kyle, Member Bassi, Member Carter, Member Mountsier, Member O'Kelly, Member Stolman.*

*Also present:*

*Barry Burton, County Administrator  
Suzi Schmidt, County Board Chairman  
Susan Gravenhorst, County Board member  
Aaron Lawlor, County Board Member  
Michelle Feldman, County Board Member  
Mary Cunningham, County Board Member  
Terry Wilke, County Board Member  
Amy McEwan, Sr. Assistant County Administrator  
Gary Gordon, Finance & Administrative Services  
Rich Hentschel, Finance & Administrative Services  
Andrea Norwood-Mathews, Finance & Administrative Services  
Mike Gavin, Finance & Administrative Services  
Michael Wheeler, Finance & Administrative Services  
Julie O'Brien, Finance & Administrative Services  
Willard Helander, County Clerk  
Cindy Pagano, Chief Deputy County Clerk  
Marty Paulson, Chief County Assessment Officer  
Mary Ellen Vanderverter, Recorder of Deeds  
Marc Brogan, Chief Deputy Recorder of Deeds  
Robert Skidmore, Treasurer  
Keith Devore, CAO Intern  
Jennie Khoen, Communications Manager  
Craig Peterson, [publicinvestigator.net](http://publicinvestigator.net)  
Mary Otahal, County Board Office*

**2. Pledge of Allegiance**

*Chairs Bassi and Paxton led the Committees in the Pledge of Allegiance.*

**3. Public Comment**

**4. New Business**

**Budget Comments**

*Rich Hentschel presented opening comments as follows:*

*FY2010 Committee Budget Hearings Comments*

- 1. The hearings today are for detail discussions regarding each departmental budget. (For the board members new to this process this is the opportunity to ask any questions regarding the details in any budget. Each budget will be presented in brief with a chance to ask questions thereafter.)*
- 2. We have also provided you with an extra exhibit this year that outlines the steps each department has taken in the form of cuts to address the current economic conditions and to close an initial multi-million \$ budget gap. Most of these cuts are in the form of unfunding certain positions.*
- 3. For calculating the recommend property tax levy for FY10 we are estimating new construction to be \$300 million. We appreciate the help of Marty Paulson, Chief County Assessor with developing this estimate.*
- 4. Due to the economy over the last year, and the decline in State shared revenues, we are recommending a reduction in certain sales and income tax revenues compared to FY09. These are included in the County Board departmental budget.*
- 5. In a couple instances the County Administrator's recommended budget increases revenue estimates from those submitted by departments. Those will be reviewed during the review of those departments affected.*
- 6. There is no overall wage increase recommended in the FY10 budget.*
- 7. All vehicles and computers are currently budgeted in each department. Before the budget is final these amounts will be moved to GOE (that's why no values appear for FY10 in GOE as of yet)*
- 8. The budget exhibits in the book includes actual revenues and expenses for FY09 YTD, which is through August. Some line items may include total, full year encumbrances, some may not.*
- 9. The FY09 Modified Budget figures include carryovers from FY08. These are uncompleted projects from FY08 the budgets for which have been carried over into FY09, in whole or part.*
- 10. You also have one-page summaries intended to highlight significant elements affecting the estimated FY09 yearend coming up on November 30th, and elements in the FY10 budget that are notably different from FY09.*
- 11. The one page summaries include the page number in the budget book where you can find each chapter. The budget book indices in the front of the book also include the page numbers.*
- 12. You also have the schedule of the meetings today and tomorrow with the page numbers also included.*
- 13. We are recommending several amendments to the recommended budget as submitted. Those will be reviewed with the departmental budgets affected.*
- 14. Welcome to two new budget analysts, Michael Wheeler and Mike Gavin*

**5.0 09-1965**

Presentation and Consideration of Proposed FY 2010 Budget (see complete budget attached)

**5.1 09-1969**

Joint committee action approving the recommended FY2010 budget for the Chief County Assessment Office.

*Marty Paulson, Chief County Assessment Officer, presented the FY 2010 proposed budget.*

<i>Revenue</i>	<i>Expenditures</i>
<i>\$75,613</i>	<i>\$1,644,651</i>

*RRL: A motion was made by Member Hewitt, seconded by Member Carey, to approve the budget as recommended. The motion carried unanimously.*

*F&A: A motion was made by Member Mountsier, seconded by Member Carter, to approve the budget as recommended. The motion carried unanimously.*

**5.2 09-1972**

Joint committee action approving the recommended FY2010 budget for the Treasurer.

*Treasurer Robert Skidmore presented the FY 2010 proposed budget.*

<i>Revenue</i>	<i>Expenditures</i>
<i>\$6,581,870</i>	<i>\$1,533,998</i>

*RRL: A motion was made by Member Carey, seconded by Member Pedersen, to approve the budget as recommended. The motion carried unanimously.*

*F&A: A motion was made by Member Stolman, seconded by Member Mountsier, to approve the budget as recommended. The motion carried unanimously.*

**5.3 09-1975**

Joint committee action approving the recommended FY2010 budget for Tax Sale Automation.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
<i>\$69,700</i>	<i>\$26,000</i>	<i>(\$43,700)</i>

*RRL: A motion was made by Member Carey, seconded by Member Pedersen, to approve the budget as recommended. The motion carried unanimously.*

*F&A: A motion was made by Member Stolman, seconded by Member Mountsier, to approve the budget as recommended. The motion carried unanimously.*

**5.4 09-1971**

Joint committee action approving the recommended FY2010 budget for the Recorder of Deeds.

*Recorder Mary Ellen Vanderverter presented the FY 2010 proposed budget.*

<i>Revenue</i>	<i>Expenditures</i>
<i>\$3,731,250</i>	<i>\$1,133,808</i>

*RRL: A motion was made by Member Hewitt, seconded by Member Carey, to approve the budget as recommended. The motion carried unanimously.*

*F&A: A motion was made by Member Kyle, seconded by Member Carter, to approve the budget as recommended. The motion carried unanimously.*

**5.5 09-1974**

Joint committee action approving the recommended FY2010 budget for the Recorder Automation Fee.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
\$1,250,000	\$1,439,608	\$189,608

*RRL: A motion was made by Member Hewitt, seconded by Member Carey, to approve the budget as recommended. The motion carried unanimously.*

*F&A: A motion was made by Member Kyle, seconded by Member Carter, to approve the budget as recommended. The motion carried unanimously.*

**5.6 09-1973**

Joint committee action approving the recommended FY2010 budget for the GIS Automation Fee.

<i>Revenue</i>	<i>Expenditures</i>
\$750,000	\$750,000

*RRL: A motion was made by Member Hewitt, seconded by Member Carey, to approve the budget as recommended. The motion carried unanimously.*

*F&A: A motion was made by Member Kyle, seconded by Member Carter, to approve the budget as recommended. The motion carried unanimously.*

**5.7 09-1970**

Joint committee action approving the recommended FY2010 budget for the County Clerk.

*County Clerk Willard Helander presented the FY 2010 proposed budget.*

<i>Revenue</i>	<i>Expenditures</i>
\$744,350	\$4,576,975

*RRL: A motion was made by Member Pedersen, seconded by Member Taylor, to approve the budget as recommended. The motion carried unanimously.*

*F&A: A motion was made by Member Stolman, seconded by Member Mountsier, to approve the budget as recommended. The motion carried unanimously.*

**5.8 09-1976**

Joint committee action approving the recommended FY2010 budget for Vital Records Automation.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
\$88,000	\$136,119	\$48,119

*RRL: A motion was made by Member Pedersen, seconded by Member Taylor, to*

*approve the budget as recommended. The motion carried unanimously.*

*F&A: A motion was made by Member Stolman, seconded by Member Mountsier, to approve the budget as recommended. The motion carried unanimously.*

**6.0 Adjournment of the Revenue, Records and Legislation Committee. The Financial and Administrative Committee may remain in session to review and approve other departmental budgets.**

**A motion was made by Member Carey, seconded by Member Hewitt, to adjourn at 10:45 a.m. The motion carried unanimously.**

**Aye:** 6 - Chair Bassi, Member Paxton, Member Carey, Member Hewitt, Vice Chair Pedersen and Member Taylor

*Minutes prepared by Mary Otahal.*

*Respectfully submitted,*

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*Chairman*

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*Chairman*

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*Vice-Chairman*

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*Vice-Chairman*

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*Revenue, Records & Legislation  
Committee*

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*Financial & Administrative Committee*