

# Lake County Illinois

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



## Meeting Minutes - Final

**Tuesday, October 21, 2014**

**8:30 AM**

**Joint Budget Meeting**

**Assembly Room, 10th Floor**

**Planning, Building and Zoning Committee**

1. **Call to Order**

*Chairs Carter and Paxton called the meeting to order at 8:30 a.m.*

**Present** 6 - Chair Thomson-Carter, Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen and Member Taylor

**Absent** 1 - Member Wilke

*Financial and Administrative Committee:*

*Present 7- Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor*

*Others present:*

*Barry Burton, County Administrator*

*Carol Calabresa, County Board Member*

*Chris Creighton, Finance and Administrative Services*

*Steve Crivello, Planning, Building and Development*

*Don Gloo, Finance and Administrative Services*

*Gary Gordon, Finance and Administrative Services*

*Gary Gorson, Information Technology*

*Erik Karlson, Information Technology*

*Aaron Lawlor, County Board Chairman*

*Adam Lehmann, Assistant to the County Administrator*

*Donna Jo Maki, County Administrator's Office*

*Kimberly Mannette, Information Technology*

*Amy McEwan, Deputy County Administrator*

*Kelly Merz, County Board Office*

*Matt Meyers, Planning, Building and Development*

*Wendy Morey, Stormwater Management*

*Margo Nelson, Planning, Building and Development*

*Lora Nordstrom, Information Technology*

*Anita Patel, Finance and Administrative Services*

*Lore Powell, Information Technology*

*Howie Sell, Information Technology*

*Brittany Sloan, Planning, Building and Development*

*Patrice Sutton Burger, Finance and Administrative Services*

*Kirk Talbott, Information Technology*

*Tom Urban, Information Technology*

*Jennie Vana, Communications*

*Eric Waggoner, Planning, Building and Development*

*Ryan Waller, Assistant County Administrator*

*Mike Warner, Stormwater Management*

*Patty Werner, Stormwater Management*

*Kurt Woolford, Stormwater Management*

*Chung Yin, Lake County Resident*

**2. Pledge of Allegiance**

*Chair Paxton led the group in the Pledge of Allegiance.*

**4. New Business**

*Chair Paxton provided an overview of the budget process. Director of Finance and Administrative Services Gary Gordon provided a brief description of modifications made to the budget.*

**4.1 14-1061**

Presentation and Consideration of Proposed FY 2015 Budget (see complete recommended budget attached).

**Attachments:** [Recommended 2015 Budget WEB with Links.pdf](#)

*Chair Paxton provided a brief overview of the budget process. The Finance and Administrative Committee will be in session all day and, time permitting, some of the items on the Finance and Administrative Committee agenda will be considered today. Gary Gordon identified changes to the budget format. All computer and vehicle requests are initially budgeted in their corresponding department but will be later moved over to general operating expense. Union increases are already budgeted.*

**4.2 14-1062**

Joint committee action approving the recommended FY 2015 budget for Stormwater Management.

*Anita Patel of Finance and Administrative Services reported the overall Planning, Building and Zoning budget is approximately 3 percent higher than last year's budget. Non property tax revenue is up by 15 percent compared to last year which reduces reliance on property tax levy functions. Ms. Patel gave an overview of operating procedures of the the various departments in Planning, Building and Zoning and identified budget highlights.*

*Mike Warner of Stormwater Management discussed the potential for shared services including: the DesPlaines River Watershed Work Group that aims to improve water quality on the DesPlaines River, and is a collaboration between Lake County's Public Works and Lake County's Stormwater Management, over 20 municipalities, and several drainage districts; wetland services with Lake County's Division of Transportation and the East Skokie Drainage District to provide stream locks and maintenance assessments; and grants which would provide administrative funding for oversight of wetland restoration and preservation. Mr. Werner noted that an update to Stormwater Management Commission's Comprehensive Plan will provide a needs assessment to identify areas where work is still needed, an updated listing of its existing infrastructure, and the ability to prioritize and create a maintenance schedule of existing infrastructure.*

*Upon inquiry from Member Thomson-Carter, Mr. Warner explained the Comprehensive Plan will be funded via a variety of accounts, including \$25,000 from the Stormwater Infrastructure Repair funding (SIRF) and \$25,000 from the Watershed Management Board*

(WMB).

*Ms. Patty Werner of Stormwater Management gave a brief update for the DesPlaines Watershed grant that was submitted to the Illinois Environmental Protection Agency. Mr. Warner updated the Committees on the other grants anticipated for 2015.*

**A motion was made by Member Weber, seconded by Member Hart, that this item be approved. The motion carried by the following vote: The motion carried by the following vote:**

**Aye:** 6 - Chair Thomson-Carter, Vice Chair Weber, Member Hart, Member Hewitt, Member Pedersen and Member Taylor

**Absent:** 1 - Member Wilke

*Financial and Administrative Committee:*

*A motion was made by Member Mandel, seconded by Member Taylor, that this item be approved.*

*Aye: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, member Mandel, Member Rummel, Member Sauer, and Member Taylor*

### **3. Public Comment**

*Chair Paxton remarked he had unintentionally skipped public comment. He noted a member of the public who would like to speak. Lake County Resident Mr. Chung Yim, a military veteran, remarked on how rising property taxes and the costs to fund social services are impacting the the residents of Lake County. Chair Paxton thanked Mr. Yim for his comments.*

### **4.3 14-1063**

Joint committee action approving the recommended FY 2015 budget for Planning, Building and Development.

*Anita Patel of Finance and Administrative Services presented the Planning, Building and Development Department's budget request. Abatement costs have decreased as a result of increased voluntary compliance. As a result, \$20,000 will be moved to the General Operating Expense account in case there is a need for it in the next fiscal year.*

*Eric Waggoner of Planning, Building and Development indicated much has changed since 2009, including the department's move from Waukegan to Libertyville and a reduction in staff by 40 percent, excluding Community Development. Activity levels have increased considerably due to operating efficiencies including scheduling inspection visits along routes, the creation of the administrative adjudication process, and the conversion of some permits processes to registration processes. Since 2009, the subsidy per staff member has decreased by 33 percent, revenue per staff member has increased 112 percent, and the overall subsidy for the department has decreased by 60 percent. Operational efficiencies are anticipated to improve by data driven decision making including the department capacity analysis and land management system.*

*Building permit fees have been static since 2010. Mr. Waggoner indicated staff is looking at a more consolidated fee structure for 2015. Upon inquiry from Member Mandel regarding the potential to continue to decrease subsidies, County Administrator Barry Burton noted code enforcement will never pay for itself. Discussion ensued.*

**A motion was made by Member Pedersen, seconded by Member Weber, that this item be approved. The motion carried by the following vote:**

**Aye:** 5 - Chair Thomson-Carter, Vice Chair Weber, Member Hart, Member Pedersen and Member Taylor

**Absent:** 1 - Member Wilke

**Not Present:** 1 - Member Hewitt

*Financial and Administrative Committee*

*A motion was made by Member Rummel, seconded by Member Sauer, that this item be approved. The motion carried by the following vote:*

*Ayes: 7 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer, and Member Taylor.*

5. **Adjournment of the Planning, Building and Zoning Committee. The Financial and Administrative Committee may remain in session to review and approve other departmental budgets.**

*The Planning, Building and Zoning Committee adjourned its meeting at 9:25 a.m. The Finance and Administrative Committee remained in session to review items on the Finance and Administrative Committee agenda.*

*Minutes prepared by Blanca Vela-Schneider.*

*Respectfully submitted,*

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*Chairman*

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*Vice-Chairman*

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*Planning, Building and Zoning*

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*Chairman*

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*Vice-Chairman*

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*Financial & Administrative*

*Committee*

*Committee*