

Lake County Illinois

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



Meeting Minutes - Final

Thursday, November 5, 2020

8:30 AM

**Live-streamed at: <http://lakecounty.tv/> , Comcast Ch. 18 or 30,
AT&T U-Verse Ch. 99, & 18 N County St, Waukegan (10th Floor)**

Financial & Administrative Committee

0.0 [20-0824](#)

Determination of need for meetings of the Lake County Board and Committees to be held by audio or video conference.

Attachments: [Determination - Chair Hart - Rev 110220.pdf](#)

1. **Call to Order**

Chair Frank called the meeting to order at 8:30 a.m.

Present 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

Others present:

Marah Altenberg, County Board

Chris Blanding, Information Technology

Kristy Cechini, County Board Office

Howard Cooper, Coroner

Mary Ross Cunningham, County Board

Gary Gibson, County Administrator's Office

RuthAnne Hall, Purchasing

Sandy Hart, County Board

Jim Hawkins, County Administrator's Office

Diane Hewitt, County Board

Holly Kim, Treasurer's Office

Carl Kirar, Facilities and Construction Services

Angelo Kyle, County Board

John Light, Human Resources

Ann Maine, County Board

Vasyl Markus, Treasurer's Office

Austin McFarlane, Public Works

Matt Meyers, County Administrator's Office

Brenda O'Connell, Community Development

Mike Rummel, County Board

Abby Scalf, County Board Office

Shane Schneider, Division of Transportation

Julie Simpson, County Board Office

Patrice Sutton, Finance and Administrative Services

Cassandra Torstenson, County Administrator's Office

Blanca Vela-Schneider, County Administrator's Office

Eric Waggoner, Planning, Building and Development

Mike Warner, Stormwater Management Commission

Michael Wheeler, Finance and Administrative Services

2. Pledge of Allegiance

Member Carlson led the Pledge of Allegiance.

3. Addenda to the Agenda

A motion was made by Member Vealitzek, seconded by Member Clark, to withdraw items 7.1 and 7.2 and items 8.1 through 8.3A from the agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

4. Public Comment

There were no comments from the public.

5. Chair's Remarks

Chair Frank remarked on collaboration of committee members throughout the year.

6. Old Business

There was no old business to discuss.

7. New Business

CONSENT AGENDA (Items 7.1 - 7.5)

APPROVAL OF MINUTES

7.1 [20-0727](#)

Executive Session minutes from February 7, 2020.

This item was removed from the agenda.

7.2 [20-0728](#)

Executive Session minutes from March 5, 2020.

This item was removed from the agenda.

7.3 [20-1591](#)

Minutes from October 8, 2020.

Attachments: [F&A 10.8.20 Minutes - Final.pdf](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that item 7.3 and 7.5 be approved at that item 7.4 be recommended for adoption to the County Board agenda. Motion carried by the following roll call vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

PUBLIC WORKS, PLANNING & TRANSPORTATION

7.4 [20-1559](#)

Joint resolution ratifying contracts with Hampton, Lenzini and Renwick, Inc., Elgin, Illinois, in the amount of \$742.61 and Uretex, Tomball, Texas, in the amount of \$12,866.21 for an emergency procurement required for emergency repair work on Monaville Road Culvert Number 584 and appropriating \$15,000 of County Bridge Tax funds.

Attachments: [20-1559 Monaville Rd Culvert Emergency Procurement Declaration](#)
[20-1559 Location Map - Monaville Road Emergency Culvert Repair](#)
[20-1559 Vendor Disclosure, HLR](#)
[20-1559 Vendor Disclosure, Uretex](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that item 7.3 and 7.5 be approved at that item 7.4 be recommended for adoption to the County Board agenda. Motion carried by the following roll call vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

FINANCIAL & ADMINISTRATIVE

7.5 [20-1569](#)

Finance Monthly Report.

Attachments: [Finance Monthly Report.pdf](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that item 7.3 and 7.5 be approved at that item 7.4 be recommended for adoption to the County Board agenda. Motion carried by the following roll call vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

REGULAR AGENDA

PUBLIC WORKS, PLANNING & TRANSPORTATION

7.6 [20-1563](#)

Joint resolution authorizing an agreement with the Village of Grayslake for the termination of a prior agreement, and its first amendment, related to transportation improvements for the development of the old Lake County Fairground and Farm Bureau properties.

Attachments: [20-1563 Fairground - 2005 IGA](#)
[20-1563 Fairground - 2014 Amendment to 2005 IGA](#)
[20-1563 Fairground - 2020.08 - LCDOT Transportation Agreement Termini](#)
[20-1563 Fairground - Grayslake Fairground Transportation Termination A](#)
[20-1563 Location Map, Fairground Farm Bureau Property](#)

Shane Schneider, Division of Transportation Director, reported that the County had an agreement with the Village of Grayslake for roadwork improvements associated with an anticipated commercial development of the old Lake County Fairgrounds and Farm Bureau properties. The development never occurred and this resolution terminates the agreement.

A motion was made by Member Wasik, seconded by Member Carlson, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.7 [20-1560](#)

Joint resolution authorizing an agreement with the NICOR Gas Company for the relocation of a gas main for the intersection improvement at Fairfield Road and Monaville Road and appropriating \$192,000 of ¼% Sales Tax for Transportation funds.

Attachments: [20-1560 Fairfield at Monaville Nicor Agreement DRAFT](#)
[20-1560 Location Map - Fairfield Rd and Monaville Roundabout](#)

Shane Schneider, Division of Transportation Director, reported that the County will be making improvements at Fairfield and Monaville Roads necessitating the relocation of a gas main. NICOR Gas has a superior easement and the County is responsible for the costs associated with its relocation.

A motion was made by Member Clark, seconded by Member Carlson, that this item be recommended for adoption to the consent agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.8 [20-1562](#)

Joint resolution appropriating \$175,000 of ¼% Sales Tax for Transportation funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with the intersection improvement of Ela Road at Long Grove Road.

Attachments: [20-1562 Location Map - Ela Road at Long Grove Road](#)

Shane Schneider, Division of Transportation Director, reported that this resolution is for

the acquisition of right-of-way easements related to an intersection improvement at Ela and Long Grove Roads. The intersection has been identified as a dangerous due to pedestrian traffic and the construction will reduce the risk.

A motion was made by Member Wasik, seconded by Member Wilke, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.9 [20-1561](#)

Joint resolution appropriating \$515,000 of ¼% Sales Tax for Transportation funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with the widening and reconstruction of Aptakistic Road, from Illinois Route 83 to Buffalo Grove Road.

Attachments: [20-1561 Location Map - Aptakistic Rd \(Buffalo Grove Rd to IL 83\)](#)

Shane Schneider, Division of Transportation Director, reported that this resolution is for the acquisition of right-of way easements to extend Aptakistic Road into a five lane highway. Discussion ensued.

A motion was made by Member Carlson, seconded by Member Clark, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.10 [20-1572](#)

Ordinance authorizing the Issuance and Sale of Not to Exceed \$19,000,000 Water and Sewer System Revenue Refunding Bonds, Series 2020, in one series and providing the terms of and security for payment thereof.

Attachments: [Lake County Series 2020 - Series Ordinance](#)
[Ordinance for Issuance of Series 2020](#)

Patrice Sutton, Finance and Administrative Services Director/Chief Financial Officer, reported that this ordinance is for bond refunding for water and sewer system improvements that occurred in 2010. Staff had previously provided an overview at the October 1, 2020 meeting. The issuance of refunding bonds is expected to save the County \$2,000,000 due to a lower interest rate. Director Sutton reported that the repayment timeframe will not change. Next steps in the process were reviewed.

A motion was made by Member Vealitzek, seconded by Member Carlson, that this item be recommended for adoption to the regular agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

FINANCIAL & ADMINISTRATIVE

7.11 [20-1605](#)

Resolution accepting the Ann and Robert H. Lurie Children's Hospital of Chicago grant and authorizing an emergency appropriation in the amount of \$11,689.

Attachments: [Coroner SUDORS attachment Nov 20.pdf](#)

Howard Cooper, Coroner, reported that the Coroner's Office participates in the development of State Unintentional Drug Overdose Reporting System (SUDORS) with Lurie Children's Hospital. The County provides access to its overdose death records and, in turn, the organization provides a financial reimbursement. The funding will be used to purchase equipment for the office. Discussion ensued.

A motion was made by Member Pedersen, seconded by Member Wasik, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.12 [20-1590](#)

Resolution authorizing a one-year contract renewal with MidCo, Chicago, Illinois, for Mitel phone system maintenance and software assurance in the estimated amount of \$143,930.75.

Attachments: [2020 to 2021 Renewal](#)
[Midco Vendor Disclosure Statement](#)

Chris Blanding, Enterprise Information Technology Director, reported that this is a one year agreement for the county's telephone system.

A motion was made by Member Carlson, seconded by Member Wasik, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.13 [20-1621](#)

Resolution authorizing the acceptance of a \$418,818 Center for Tech and Civic Life (CTLC) grant for the public purpose of planning and operationalizing safe and secure election administration in Lake County in 2020.

Attachments: [Lake County, Illinois Agreement.pdf](#)
[County Clerk Accounting Attachment for CTLC Grant.pdf](#)

Patrice Sutton, Finance and Administrative Services Director/Chief Financial Officer,

reported that this grant allows the County Clerk's Office to accept and spend the funds for the use of election administration. Robin O'Connor, County Clerk, reported that the grant is through a private organization that will buy equipment for vote-by-mail and other automation capabilities. This grant will increase efficiencies in the County Clerk's Office.

A motion was made by Member Clark, seconded by Member Wasik, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.14 [20-1620](#)

Resolution amending the Video Gaming Revenue (VGR) Policy.

Attachments: [VGR Policy- Revision 2- 10-27-2020.pdf](#)

Eric Waggoner, Planning, Building and Development Director, reported that at the October 8, 2020 Financial and Administrative Committee meeting, there was a consensus to move forward to bring forward an amendment to the Video Gaming Revenue policy to provide continuous financial support to the 211 program. Amending the policy removes the competitive process for this program and the contract will be executed every three years on a fund-needed basis. Discussion ensued regarding how funding of this program may impact other programs funded with Video Gaming Revenue and the impact this program will have on residents who rely on this services.

A motion was made by Member Carlson, seconded by Member Pedersen, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.15 [20-1558](#)

Resolution approving Amendment Number Two to the Lake County CARES Act Funding Plan and authorizing an emergency appropriation and line item transfers of the Coronavirus Aid, Relief, and Economic Security (CARES) Act funds across approved Lake County CARES Act Categories in direct response to the COVID-19 Public Health Emergency.

Attachments: [CARES Act emergency appropriation11022020.pdf](#)

[CARES Act line item transfer 110120.pdf](#)

[CARES Full Budget Plan\(Amend2\)-Redline.pdf](#)

[CARES Full Budget Plan\(Amend2\).pdf](#)

[CARES Act Allocation\(Amend2\)-Redline.pdf](#)

[CARES Act Allocation\(Amend2\).pdf](#)

Jim Hawkins, Deputy County Administrator, reported that this amendment reallocates

\$1,500,000 from the Resident Support and Assistance category to the Public Health Support and Assistance Category and appropriates the remaining \$2,039,986 in Contingency/Reserve funds into County-Wide Essential Services for General County Operations and Support which will provide some flexibility in how the funds will be used.

Discussion ensued regarding the remaining funds and the purchase of Personal Protective Equipment (PPE).

A motion was made by Member Clark, seconded by Member Wasik, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 6 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek and Member Wasik

Recuse: 1 - Member Wilke

7.16 [20-1573](#)

Resolution ratifying emergency procurements from Fund 745, the CARES Act Coronavirus Relief Fund.

Attachments: [Purchase Orders for 8.1.2020 to 10.26.2020.pdf](#)

RuthAnne Hall, Purchasing, reported that this is a list of procurements that exceeded \$30,000, noting that the list includes items approved by the County Board at last month's meeting.

A motion was made by Member Clark, seconded by Member Pedersen, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.17 [20-1581](#)

Ordinance recommending a Real Property Tax Levy, attached hereto and made part of this Ordinance, providing for the apportionment of taxes across the various items of the Fiscal Year (FY) 2021 Appropriation Ordinance as adopted by the County Board of Lake County, Illinois.

Attachments: [PTax 5 Year History 11022020.pdf](#)

Patrice Sutton, Finance and Administrative Services Director/Chief Financial Officer, reported that the total property tax amount for Fiscal Year (FY) 2021 is the same as FYs 2019 and 2020. The allocation of various levies has changed to align with the County's budget policy of a 29 percent reserve for all funds except FICA, IMRF, and Risk which has a target reserve of 12 percent. The impact on homeowners' property taxes is dependent on the Equalized Assessed Value (EAV). Member Maine noted that the realignment of the levy allocations has resulted in a deficit in the Board of Health's budget which was passed

earlier in the year, forcing the Board of Health to use its reserves to fund its operations. Discussion ensued. Director Sutton noted that the General Fund, a Corporate Fund Levy, is the most flexible levy and can be used if insufficient funding was given to a department.

A motion was made by Member Clark, seconded by Member Wilke, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.18 [20-1586](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$50,000 for Special Service Area (SSA) Number Eight.

A motion was made by Member Vealitzek, seconded by Member Pedersen, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.19 [20-1601](#)

Ordinance appropriating funds and providing for the levy of a direct tax sufficient to produce \$164,919.60 for the Northeast Lake Facilities Planning Area Special Service Area (SSA) Number Nine.

A motion was made by Member Wasik, seconded by Member Clark, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.20 [20-1627](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$34,400 for Special Service Area (SSA) Number 12.

A motion was made by Member Wasik, seconded by Member Vealitzek, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.21 [20-1587](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$226,008 for Special Service Area (SSA) Number 13.

A motion was made by Member Clark, seconded by Member Carlson, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.22 [20-1588](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$13,925 for Special Service Area (SSA) Number 14.

A motion was made by Member Clark, seconded by Member Wilke, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.23 [20-1589](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$28,320 for Special Service Area (SSA) Number 17.

A motion was made by Member Carlson, seconded by Member Wasik, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.24 [20-1584](#)

Ordinance recommending the Fiscal Year (FY) 2021 Annual Budget and Appropriation Ordinance for Lake County, Illinois; said budget having been made conveniently available for public inspection for at least 15 days by posting in the Office of the County Clerk and on the County website.

Attachments: [FY2021 Recommended Budget.pdf](#)

[List of FY21 Budget Amendments 11.5.20.pdf](#)

Chair Frank reported that at the October 29, 2020 Financial and Administrative Committee Meeting, the Committee discussed amendments to the proposed budget.

A motion was made by Member Wasik, seconded by Member Vealitzek, to place the budget, as presented, on the floor.

A motion was made by Member Clark, seconded by Member Vealitzek, to amend the proposed list of Fiscal Year 2021 Budget Amendments with the following:

- 1. fully fund the Planning, Building and Development Deputy Director position with a hiring assumption date of February 1, 2021;*
- 2. add funds and headcount to the Finance and Administrative Services budget for an additional accountant position to support the Regional Office of Education's accounting needs as well as any other requirements as determined by the Director of Finance and Administrative Services, assuming a February 1, 2020 hiring date;*

3. remove from the budget the additional \$60,000 for the University of Illinois Lake County Extension; and
4. update the General Operating Expense account to reflect the changes listed above.

Discussion ensued regarding the proposed amendments.

A motion was made by Member Wilke, seconded by Member Wasik, to amend the amended motion to add \$60,000 (total of \$99,000) to the University of Illinois Lake County Extension. Discussion continued.

The motion to amend the amended language failed by the following vote:

Aye: 2 - Member Wasik, Member Wilke

Nay: 5 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek

Returning to the first amended motion, the motion to amend the proposed budget carried by the following vote:

Aye: 6 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wilke

Nay: 1 - Member Wasik

A motion was made by Member Clark, seconded by Member Vealitzek, that this item be recommended for adoption as amended to the County Board agenda. The motion carried by the following vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.25 [20-1567](#)

Resolution authorizing emergency appropriations for Fiscal Year (FY) 2021 in various funds for certain projects, items, and activities budgeted in the prior year and not completed.

Attachments: [Nov-20 Carryovers FINAL.pdf](#)

Mike Wheeler, Finance and Administrative Services, reported that this resolution is for normal carryovers for projects that were appropriated in FY 2020 and carried over into FY 2021.

A motion was made by Member Clark, seconded by Member Vealitzek, that this resolution be recommended for adoption to the County Board agenda. Motion carried by the following roll call vote:

Aye: 7 - Member Carlson, Member Clark, Chair Frank, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

7.26 [20-1570](#)

Resolution authorizing an emergency appropriation in the amount of \$55,000 for services in Special Service Area Number 12 (SSA #12), Woods of Ivanhoe.

Mike Wheeler, Finance and Administrative Services, reported that there is a need to appropriate monies to SSA #17 Woods of Ivanhoe's account to cover contractals related to road repairs. There is sufficient monies in the account and staff recommends the appropriation.

A motion was made by Member Vealitzek, seconded by Member Wasik, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

7.27 [20-1571](#)

Resolution authorizing an emergency appropriation in the amount of \$50,000 for services in Special Service Area Number 17 (SSA #17), Ivanhoe Estates.

Mike Wheeler, Finance and Administrative Services, reported that there is a need to appropriate monies to SSA #17 Ivanhoe Estates' account to cover contractals related to road repairs. There is sufficient monies in the account and staff recommends the appropriation.

A motion was made by Member Carlson, seconded by Member Wilke, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

7.28 [20-1606](#)

Discussion regarding a four-payment process for property taxes.

Holly Kim, Treasurer, reported that the timing to properly implement a four-payment property tax process is one and a half years. It will require additional resources including additional Information Technology (IT) assistance to assist with implementation and staff whose work will be doubled.

Discussion ensued regarding the impact of a four payment system with other taxing bodies, the benefit to the residents, and the cost to implement the system.

The Committee discussed a four-payment process for property taxes.

8. Executive Session

The Committee did not enter into Executive Session.

8.1 [20-1592](#)

Executive Session to discuss security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of public property pursuant to 5 ILCS 120/2 (c)(8).

This agenda item was removed from the agenda.

8.2 20-0747

Executive Session to discuss imminent litigation pursuant to 5 ILCS 120/2(c)11.

This agenda item was removed from the agenda.

8.3 20-0748

Executive Session to discuss collective bargaining pursuant to 5 ILCS 120/2 (c)(2).

This agenda item was removed from the agenda.

8.3A 20-1628

Approval of resolutions for Collective Bargaining Agreements and placement on the November 10, 2020 County Board Agenda.

This agenda item was removed from the agenda.

9. Director's Report

9.1 [20-1541](#)

Director's Report.

There were no Directors' reports.

10. Public Comment

There were no public comments.

11. County Administrator's Report

Gary Gibson, County Administrator, acknowledged the level of work that was completed over the year and thanked the Committee and staff for their commitment.

12. Members Remarks

Member Carlson remarked on his time on the Committee and expressed his appreciation in working with his peers and staff.

13. Adjournment

Chair Frank declared the meeting adjourned at 10:41 a.m.

Next Meeting: To Be Determined

Minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Financial and Administrative Committee Chair