

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, June 26, 2013

1:00 PM

Assembly Room

Financial and Administrative Committee

1. **Call to Order**

Chair Paxton called the meeting to order at 1:00 p.m.

Present 6 - Chair Paxton, Vice Chair Pat Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent 1 - Member Taylor

Others present:

Yvette Albarron, Finance and Administrative Services, Purchasing

Barry Burton, County Administrator's Office

Sabrina Cotta, Finance and Administrative Services

Chris Creighton, Finance and Administrative Services

Mike Gavin, Finance and Administrative Services

Matt Guarnery, RG Inc.

RuthAnne Hall, Finance and Administrative Services, Purchasing

Sonia Hernandez, County Administrator's Office

Brooke Hooker, County Administrator's Office, Communications

Aaron Lawlor, County Board Chair

Rodney Marion, Human Resources

Amy McEwan, County Administrator's Office

Matt Meyers, Community Development

Jerry Nordstrom, Health Department

Anita Patel, Finance and Administrative Services

Brandy Schroff, Finance and Administrative Services

Patrice Sutton-Burger, Finance and Administrative Services

Jennifer Serino-Stasch, Workforce Development

Kurt Schultz, Finance and Administrative Services

Kirk Talbott, IT Director

Paula Trigg, Department of Transportation

Blanca Vela-Schneider, County Board Office

Eric Waggoner, Planning, Building and Development

2. **Pledge of Allegiance**

Chair Paxton led the group in the Pledge of Allegiance.

Chair Paxton noted that Member Taylor is not in attendance due to flooding in his home.

3. **Approval of Minutes**

3.1 **13-0750**

Minutes from May 29, 2013.

A motion was made by Member Rummel, seconded by Member Sauer, that the minutes be approved. Motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

3.2 13-0754

Executive session minutes from May 29, 2013.

A motion was made by Member Rummel, seconded by Member Sauer, that that the minutes be approved. Motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

3.3 13-0751

Minutes from June 5, 2013.

A motion was made by Member Rummel, seconded by Member Sauer, that the minutes be approved. Motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Not Present: 1 - Member Taylor

3.4 13-0755

Executive session minutes from June 5, 2013.

A motion was made by Member Rummel, seconded by Member Sauer, that the minutes be approved. Motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

4. Added to Agenda

4.1 13-0741

Ordinance Amending the Water Restriction Ordinance to allow for enforcement via the Administrative Adjudication System.

Chair Paxton noted an addition to the agenda.

A motion was made by Member Rummel, seconded by Member Mandel, that item 4.1 and items 7.10 through 7.22, and 7.25 be recommended to the County Board for adoption and that items 7.23 through 7.24 be approved. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

5. Public Comment

There were no public comments.

6. **Old Business**

There was no old business to conduct.

7. **New Business**

LAW & JUDICIAL

7.1 **13-0695**

Joint resolution authorizing an intergovernmental agreement with the Villages of Barrington, Round Lake, Round Lake Beach, Round Lake Heights, Round Lake Park, and Fox Lake for the purpose of utilizing the Lake County ETSB Computer Aided Dispatch System (CAD).

Deputy County Administrator Amy McEwan presented proposed intergovernmental agreements for Lake County's Emergency Telephone System Board (ETSB). She noted that Fox Lake's was not listed on the agenda but is one of the agreements attached and is approved with this request. She noted that additional municipalities are eligible to join.

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

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.2 **13-0736**

Joint resolution authorizing a plat of consolidation of six County owned parcels generally located South of Washington Street between County Street and Martin Luther King, Jr. Avenue in the City of Waukegan.

Mr. Guarnerly of RG, Inc. presented a request to authorize a plat consolidation of six County-owned parcels for the Criminal Courts Expansion Project.

A motion was made by Member Mandel, seconded by Member Sauer, that this resolution be recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.3 **13-0748**

Joint resolution authorizing the renewal of the State's Attorney's Juvenile Court Services Program Prosecution Support Grant, administered by the Illinois Department of Human Services (IDHS), with \$27,750 in federal funds for July 1, 2013 through June 30, 2014, and a reduction in the grant revenue of \$7,912.

Deputy County Administrator Amy McEwan noted that the request is not for an emergency appropriation but a reduction in the budget. She stated that Law and Judicial had approved this item at their Committee meeting.

A motion was made by Member Sauer, seconded by Member Rummel, that this

resolution be recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.4 13-0745

Presentation updating the committee on the progress of the Lake County Criminal Courts Expansion Project.

Mr. Guarnerly of RG Inc. presented the quarterly update to the Criminal Courts Expansion. He stated that the new courts will be more energy efficient and would currently qualify for Leadership in Energy & Environmental Design (LEED) silver certification. He stated that areas of sustainability include siting of the building, water efficiency, energy & atmosphere, materials and resource, indoor environmental quality, innovation and regional.

Mr. Guarnerly stated the County is currently working with the City of Waukegan to secure variances and Intergovernmental Agreement. He stated that budgetary issues will be addressed at the next quarterly presentation.

Steve Mandel expressed his appreciation for the update. He inquired whether compost or recycling storage and processing areas will be available. Mr. Guarnerly replied that this building will not have its own service area but will be serviced by the jail or administrative tower that has loading docks are located at the jail and administrative tower. Deputy County Administrator Amy McEwan stated that in the Phase III study, one of the items considered was about 1.5 million dollars to improve functions of various items including the loading dock. She stated that while the loading dock is not currently funded, it is in the queue for consideration in future years. Member Mandel stated that this should be a goal the County strives to achieve. He inquired whether green power is being considered. County Administrator Barry Burton stated that the purchasing of power is being bid out and requires further analysis.

Vice-Chair Carey inquired about the enhanced commission. Mr. Guarnerly replied that there is not an enhanced commission. Mr. Burton stated that there is a third-party consulting group that is now assisting the County. Mr. Guarnerly stated that the third-party consultant group was hired toward the end of the construction document process and will continue through the construction process. He stated that the consultant group was hired to verify that the systems that have been purchased are operating at maximum efficiency.

A motion was made that this presentation be presented.

HEALTH & COMMUNITY SERVICES

7.5 13-0718

Joint resolution authorizing an emergency appropriation to the Health Department budget in the amount of \$238,514 in the FY 2013 budget as a result of a new grant contract, grant increase and other revenue increases.

Jerry Nordstrom of the Health Department presented an emergency appropriation request to the Health Department for grant funding on various programs and support services.

Member Rummel inquired whether these approvals will reduce the delay between the discharge of prisoners who are on medication and getting them in touch with providers to continue their healthcare support. Mr. Nordstrom stated that this would not be part of today's consideration. He gave a brief summary of the Roslind Franklin program that addresses Member Rummel's concerns.

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

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.6 13-0711

Joint resolution ratifying an emergency procurement with Integra Healthcare Equipment of Elmhurst, IL for the purchase of wound care therapy in the estimated amount of \$45,000.

RuthAnne Hall of Purchasing presented a proposal for wound care therapy. She stated that there has been an increased demand in this type of therapy. County Administrator Barry Burton stated that there has been an up-tick in the need by Medicare patients for this treatment.

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

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.7 13-0719

Joint resolution authorizing agreements with qualified providers to conduct in-school and out-of-school services as part of the Lake County Workforce Development Department's Youth Program.

RuthAnne Hall of Purchasing and Jennifer Serino Stasch of Workforce Development presented. Ms. Serino Stasch stated that while the overall funding of the Youth Work Program was reduced by 34%, the restructuring of the contractors' budgets resulted only in a reduction of 24% to the number of youth being served.

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

Aye: 6 - Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor

Absent: 1 - Chair Paxton

7.8 13-0720

Joint resolution accepting an Illinois Department of Commerce and Economic Opportunity (DCEO) WIA Rapid Response Grant modification and authorizing an emergency appropriation in the amount of \$60,150.

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

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.9 13-0721

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Investment Act (WIA) formula grant and reducing the previous appropriation for the Lake County Workforce Development Department.

Jennifer Serino Stasch of Workforce Development presented. She stated that the State of Illinois uses a formula in their grant determination. She stated that Lake County's unemployment rate was just below the state's 9.4 unemployment rate and this resulted in a reduction of funding.

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

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

PUBLIC WORKS & TRANSPORTATION

7.10 13-0629

Joint resolution executing a contract with R.A. Mancini, Inc. of Prairie Grove, IL, in the amount of \$1,772,866 for the FY 2013 water main replacement project.

A motion was made by Member Rummel, seconded by Member Mandel, that item 4.1 and items 7.10 through 7.22, and 7.25 be recommended to the County Board for adoption and that items 7.23 through 7.24 be approved. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.11 13-0739

Ordinance amending the Lake County Administrative Adjudication Ordinance.

A motion was made by Member Rummel, seconded by Member Mandel, that item 4.1 and items 7.10 through 7.22, and 7.25 be recommended to the County Board for

adoption and that items 7.23 through 7.24 be approved. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.12 13-0735

Ordinance amending the Cross Connection Control Ordinance to allow for enforcement via the Administrative Adjudication System.

Upon inquiry from Member Mandel, County Administrator Burton identified how the County manages the sanitary sewer systems.

A motion was made by Member Rummel, seconded by Member Mandel, that item 4.1 and items 7.10 through 7.22, and 7.25 be recommended to the County Board for adoption and that items 7.23 through 7.24 be approved. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.13 13-0737

Ordinance amending the Fats, Oils, and Grease Disposal Ordinance to allow for enforcement via the Administrative Adjudication System.

A motion was made by Member Rummel, seconded by Member Mandel, that item 4.1 and items 7.10 through 7.22, and 7.25 be recommended to the County Board for adoption and that items 7.23 through 7.24 be approved. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.14 13-0738

Ordinance amending the Water and Sewer Rate Ordinance to allow for enforcement via the Administrative Adjudication System.

A motion was made by Member Rummel, seconded by Member Mandel, that item 4.1 and items 7.10 through 7.22, and 7.25 be recommended to the County Board for adoption and that items 7.23 through 7.24 be approved. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.15 13-0740

Ordinance amending the Sewer Use Ordinance to allow for enforcement via the Administrative Adjudication System.

A motion was made by Member Rummel, seconded by Member Mandel, that item 4.1 and items 7.10 through 7.22, and 7.25 be recommended to the County Board for adoption and that items 7.23 through 7.24 be approved. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.16 13-0725

Joint resolution appropriating \$1,270,000 of Motor Fuel Tax funds for the maintenance and electrical service for traffic control signals, street lights, and Lake County PASSAGE field elements from December 1, 2013, to November 30, 2014, and designated as Section 14-00000-01-GM.

A motion was made by Member Rummel, seconded by Member Mandel, that item 4.1 and items 7.10 through 7.22, and 7.25 be recommended to the County Board for adoption and that items 7.23 through 7.24 be approved. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.17 13-0722

Joint resolution appropriating \$115,000 of ¼% Sales Tax for Transportation and Public Safety funds for the 2013 non-motorized travel improvement along Hunt Club Road, from Grand Avenue to West Brook Lane, and designated as Section 13-00095-16-SW.

A motion was made by Member Rummel, seconded by Member Mandel, that item 4.1 and items 7.10 through 7.22, and 7.25 be recommended to the County Board for adoption and that items 7.23 through 7.24 be approved. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.18 13-0728

Joint resolution awarding a contract for the removal, replacement or refurbishment of pavement markings on the bituminous and concrete pavements of various County highways to the lowest responsible bidder Superior Road Striping, Inc., Melrose Park, Illinois, in the amount of \$316,197.92, and designated as Section 13-00000-15-GM.

A motion was made by Member Rummel, seconded by Member Mandel, that item 4.1 and items 7.10 through 7.22, and 7.25 be recommended to the County Board for adoption and that items 7.23 through 7.24 be approved. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.19 13-0729

Joint resolution authorizing an agreement with the Village of Lake Villa for the traffic signal modification at the intersection of Deep Lake Road at Illinois Route 132, appropriating \$20,000 of ¼% Sales Tax for Transportation and Public Safety funds, and designated as Section 13-00087-05-TL.

A motion was made by Member Rummel, seconded by Member Mandel, that item 4.1 and items 7.10 through 7.22, and 7.25 be recommended to the County Board for adoption and that items 7.23 through 7.24 be approved. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.20 13-0724

Joint resolution appropriating \$180,000 of Motor Fuel Tax funds for the renovation of the Sign Shop at the Division of Transportation (DOT) campus in Libertyville to support the road maintenance operations, and designated as Section 11-00214-23-MG.

A motion was made by Member Rummel, seconded by Member Mandel, that item 4.1 and items 7.10 through 7.22, and 7.25 be recommended to the County Board for adoption and that items 7.23 through 7.24 be approved. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.21 13-0723

Joint resolution appropriating \$265,000 of Matching Tax funds for the roadway improvement of Sunset Avenue, 450 feet east and west of the Union Pacific Railroad overpass, and designated as Section 11-00169-07-LS.

A motion was made by Member Rummel, seconded by Member Mandel, that item 4.1 and items 7.10 through 7.22, and 7.25 be recommended to the County Board for adoption and that items 7.23 through 7.24 be approved. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.22 13-0727

Joint resolution appropriating a supplemental amount of \$1,000,000 of ¼% Sales Tax for Transportation and Public Safety funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with the Rollins Road Gateway Improvement at the intersections of Illinois Route 83/Rollins Road/Hainesville Road, and designated as Section 08-00080-56-BR.

A motion was made by Member Rummel, seconded by Member Mandel, that item 4.1 and items 7.10 through 7.22, and 7.25 be recommended to the County Board for adoption and that items 7.23 through 7.24 be approved. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.23 13-0726

Joint committee action item approving Change Order No. 5 for the Park Avenue West Bike Path, consisting of an increase of \$58,050.79 for costs due to the delay of the construction start resulting from the relocation of high pressure gas mains, and designated as Section 04-00271-00-BT.

A motion was made by Member Rummel, seconded by Member Mandel, that item 4.1 and items 7.10 through 7.22, and 7.25 be recommended to the County Board for adoption and that items 7.23 through 7.24 be approved. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.24 13-0763

Joint committee action item approving Change Order No. 2 for professional engineering services to improve Wilson Road at Nippersink Road, and designated as Section 03-00070-06-CH.

A motion was made by Member Rummel, seconded by Member Mandel, that item 4.1 and items 7.10 through 7.22, and 7.25 be recommended to the County Board for adoption and that items 7.23 through 7.24 be approved. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.25 13-0730

Joint resolution appropriating a supplemental amount of \$130,000 of Matching Tax funds for professional engineering services to improve Wilson Road at Nippersink Road, and designated as Section 03-00070-06-CH.

A motion was made by Member Rummel, seconded by Member Mandel, that item 4.1 and items 7.10 through 7.22, and 7.25 be recommended to the County Board for adoption and that items 7.23 through 7.24 be approved. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

REVENUE, RECORDS & LEGISLATION COMMITTEE

7.26 13-0701

Joint resolution designating American Enterprise Bank as an additional depository in which the funds and monies in the custody of Robert Skidmore, as County Treasurer and as Ex-Officio County Collector, may be deposited.

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

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

FINANCE & ADMINISTRATIVE

7.27 13-0749

Resolution authorizing the acceptance of Federal Emergency Management Agency Public Assistance Program Disaster Funding and authorizes the Chairman to execute said agreement.

Deputy County Administrator Amy McEwan presented. She requested approval in having the County Board Chairman execute the necessary grant documentation with the Illinois Emergency Management Agency (IEMA) due to timing of the grant approval deadline and the meeting schedule for the County's Committees.

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

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.28 13-0710

Resolution authorizing a contract with Suburban Communications, Inc. of Palatine, Illinois for the installation of voice and data low voltage cabling for the remodeling of floors six through nine in the amount of \$120,000.

RuthAnne Hall of Purchasing presented a proposal for low voltage from Suburban Communications, Inc. of Palatine for the renovation of floors six through nine of the administrative tower.

County Administrator Barry Burton noted that 10th floor of the administrative tower is anticipated to be completed in the future, after the Courts building is constructed.

A motion was made by Member Mandel, seconded by Member Sauer, that this resolution be recommended to the County Board for adoption. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.29 13-0743

Resolution authorizing a contract with Suburban Communications, Inc of Palatine, Illinois; Powerlink Electric, of Vernon Hills, Illinois; Teleplus, Inc. of Addison, Illinois; and Chicagoland Cabling of Downers Grove, Illinois for future voice and data low voltage cabling needs for Lake County for a one year period with renewal options.

RuthAnne Hall of Purchasing presented a request to establish a list of pre-qualified vendors for low voltage cabling for voice and data needs.

This resolution was recommended for adoption to the regular agenda The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

7.30 13-0746

Resolution authorizing an emergency appropriation in the amount of \$1,436 for debt service payment for Special Service Area Number 10, North Hills (Mundelein) Bonds, Series 1997.

Patrice Sutton Burger of Finance and Administrative Services noted a minor correction in the budgeting of Special Service #10.

This resolution was recommended for adoption to the regular agenda The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

8. Executive Session

Executive Session was entered into at 1:48 p.m.

A motion was made by Member Carlson, seconded by Member Rummel, that the Committee go into executive session. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

8.1 13-0759

Executive Session to discuss a personnel matter pursuant to 5ILCS 120/2(c)(1).

The Committee came out of executive session at 2:30 p.m.

A motion was made by Member Sauer, seconded by Member Rummel, that the Committee come out of executive session. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

8.2 13-0753

Committee action authorizing the reclassification of the Principal Cadastral GIS Technician.

Chair Paxton requested periodic updates of potential staff positions that may be on the horizon. County Administrator Barry Burton indicated that an independent consultant review is being considered but requires a request for proposal (RFP). He stated that once the consultant report is completed, staff will be able to provide a better timeline of potential staff positions. Member Sauer requested a flow chart be provide when a staff position is considered in the future.

A motion was made by Member Carlson, seconded by Member Rummel, that this committee action item be approved. Motion carried by the following roll call vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

9. County Administrator's Report

County Administrator Barry Burton and Patrice Sutton Burger of Finance and Administrative Services presented the second quarter financial report and the economic indicator report. Ms. Sutton Burger identified an error in the economic indicator report. She stated that sales tax had recovered slightly in the March distribution, but it is still trending lower than expected. She stated that she is trying to get additional information from the IRS though the dip seems to be in food, drug, and miscellaneous retail. Mr. Burton noted that the projection shows that the annualized impact to the County is \$3,000,000 below the previous year. Member Carey requested the report be emailed prior to the meeting.

Mr. Burton also noted the conversion of Conference Room B to interim office space for County Administrator staff, has impacted the number of conference rooms available on the 10th floor. He indicated that the former administrative assistant office that adjoins the Chairman's office will be demolished to enlarge the Chairman's office and to accommodate a conference room table. He stated that furniture in the office will be updated.

10. Adjournment

The meeting was adjourned at 2:50 p.m.

A motion was made by Member Carlson, seconded by Member Carey, that the meeting be adjourned. The motion carried by the following vote:

Aye: 6 - Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel and Member Sauer

Absent: 1 - Member Taylor

Minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chairman

Vice-Chairman

Financial and Administrative Committee