

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Wednesday, January 8, 2014**

**1:00 PM**

**Assembly Room, 10th Floor**

**Financial and Administrative Committee**

1. Call to Order

*Vice-Chair Carey called the meeting to order at 1:00 p.m.*

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

*Others present:*

*Yvette Albarran, Finance and Administrative Services*

*Barry Burton, County Administrator*

*John Byrne, Sheriff's Office*

*Chris Creighton, Finance and Administrative Services*

*Mark Curran, Sheriff*

*Gary Gordon, Finance and Administrative Services*

*RuthAnne Hall, Purchasing*

*Sandra Hart, County Board Member*

*Efren Heredia, Finance and Administrative Services*

*Adlil Issakoo, Finance and Administrative Services*

*Dan Jasica, State's Attorney Office*

*Jonathan Joy, Finance and Administrative Services*

*Brian Keller, Sheriff's Office*

*Aaron Lawlor, County Board Chairman*

*Ashley Lukas, County Administrator's Office*

*Kimberly Mannette, Information Technology*

*Rodney Marion, Human Resources*

*Amy McEwan, Deputy County Administrator*

*Matt Meyers, Planning, Building & Development*

*Audrey Nixon, County Board Member*

*Anita Patel, Finance and Administrative Services*

*Ray Rose, Undersheriff*

*Mary Ross Cunningham, County Board Member*

*Sandra Salgado, Sheriff's Office*

*Kurt Schultz, Finance*

*Howard Sell, Information Technology*

*Jim Sotos, The Sotos Law Firm*

*Mary Stevens, Circuit Courts*

*Patrice Sutton-Burger, Finance*

*Kirk Talbott, Information Technology*

*Paula Trigg, Division of Transportation*

*Jennie Vana, Communications*

*Jeremiah Varco, Finance and Administrative Services*

*Blanca Vela-Schneider, County Board Office*

*Ryan Waller, Assistant County Administrator*

*David Wathen, Sheriff's Office*

*Tom Weber, County Board Member*

*Russell???? - Reporter*

2. **Pledge of Allegiance**

*Vice Chair Carey led Pledge of Allegiance.*

3. **Approval of Minutes**

3.1 **[13-1390](#)**

Minutes from October 16, 2013.

**Attachments:** [PWT & FA 10.16.13 Final.pdf](#)

**A motion was made by Member Carlson, seconded by Member Rummel, that items 3.1 through 3.9 be approved. The motion carried by the following vote:**

**Aye:** 5 - Vice Chair Carey, Member Carlson, Member Rummel, Member Sauer and Member Taylor

**Not Present:** 2 - Chair Paxton and Member Mandel

3.2 **[13-1481](#)**

Minutes from October 16, 2013.

**Attachments:** [F&A 10.16.13 Final.pdf](#)

**A motion was made by Member Carlson, seconded by Member Rummel, that items 3.1 through 3.9 be approved. The motion carried by the following vote:**

**Aye:** 5 - Vice Chair Carey, Member Carlson, Member Rummel, Member Sauer and Member Taylor

**Not Present:** 2 - Chair Paxton and Member Mandel

3.3 **[13-1482](#)**

Minutes from October 30, 2013.

**Attachments:** [F&A 10.30.13 Final.pdf](#)

**A motion was made by Member Carlson, seconded by Member Rummel, that items 3.1 through 3.9 be approved. The motion carried by the following vote:**

**Aye:** 5 - Vice Chair Carey, Member Carlson, Member Rummel, Member Sauer and Member Taylor

**Not Present:** 2 - Chair Paxton and Member Mandel

3.4 **[13-1483](#)**

Executive session minutes from October 30, 2013.

**A motion was made by Member Carlson, seconded by Member Rummel, that items 3.1 through 3.9 be approved. The motion carried by the following vote:**

**Aye:** 5 - Vice Chair Carey, Member Carlson, Member Rummel, Member Sauer and Member Taylor

**Not Present:** 2 - Chair Paxton and Member Mandel

3.5 [13-1484](#)

Minutes from November 6, 2013.

**Attachments:** [F&A 11.6.13 Final.pdf](#)

**A motion was made by Member Carlson, seconded by Member Rummel, that items 3.1 through 3.9 be approved. The motion carried by the following vote:**

**Aye:** 5 - Vice Chair Carey, Member Carlson, Member Rummel, Member Sauer and Member Taylor

**Not Present:** 2 - Chair Paxton and Member Mandel

3.6 [13-1485](#)

Executive session minutes for November 6, 2013.

**A motion was made by Member Carlson, seconded by Member Rummel, that items 3.1 through 3.9 be approved. The motion carried by the following vote:**

**Aye:** 5 - Vice Chair Carey, Member Carlson, Member Rummel, Member Sauer and Member Taylor

**Not Present:** 2 - Chair Paxton and Member Mandel

3.7 [13-1486](#)

Minutes from December 4, 2013.

**Attachments:** [F&A 12.4.13 Final.pdf](#)

**A motion was made by Member Carlson, seconded by Member Rummel, that items 3.1 through 3.9 be approved. The motion carried by the following vote:**

**Aye:** 5 - Vice Chair Carey, Member Carlson, Member Rummel, Member Sauer and Member Taylor

**Not Present:** 2 - Chair Paxton and Member Mandel

3.8 [13-1487](#)

Executive session minutes from December 4, 2013.

**A motion was made by Member Carlson, seconded by Member Rummel, that items 3.1 through 3.9 be approved. The motion carried by the following vote:**

**Aye:** 5 - Vice Chair Carey, Member Carlson, Member Rummel, Member Sauer and Member Taylor

**Not Present:** 2 - Chair Paxton and Member Mandel

3.9 [13-1488](#)

Executive session minutes from December 4, 2013.

**A motion was made by Member Carlson, seconded by Member Rummel, that items 3.1 through 3.9 be approved. The motion carried by the following vote:**

**Aye:** 5 - Vice Chair Carey, Member Carlson, Member Mandel, Member Sauer and Member Taylor

**Not Present:** 2 - Chair Paxton and Member Rummel

**4. Added to Agenda**

*There were no items added to the agenda.*

**5. Public Comment**

*There was no public comment.*

**6. Old Business**

*There was no old business to conduct.*

**A motion was made by Member Rummel, seconded by Member Sauer, to go into executive session. The motion carried unanimously.**

**7. New Business**

**LAW & JUDICIAL**

**7.1 [13-1454](#)**

Joint resolution to execute an intergovernmental agreement with the Villages of Lake Barrington and North Barrington for continuation of police services to the said Villages.

**Attachments:** [LB and NB patrol contract 2014-2016](#)

*Sandra Salgado of the Sheriff's Office presented a joint resolution for an intergovernmental agreement with the Villages of Lake Barrington and North Barrington for continuation of police services.*

*Member Mandel arrived at 1:03 p.m.*

*Ms. Salgado reported the agreement is for three years and the cost per municipality is based upon its population size.*

*Member Paxton arrived at 1:04 p.m.*

*The incremental annual increase of four percent is sufficient to cover all costs associated with the contract.*

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

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

**7.2 [13-1455](#)**

Joint resolution authorizing the execution of an intergovernmental agreement with the Special Education District of Lake County for the purpose of police services.

**Attachments:** [SEDOL Contract renewal 2014](#)

**A motion was made by Member Carlson, seconded by Member Rummel, that this**

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

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

**7.3 [13-1456](#)**

Joint resolution authorizing an intergovernmental agreement with the Village of Beach Park for the purpose of continuing to provide police services to the Village.

**Attachments:** [Beach Park IGA 2014](#)

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

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

**7.4 [13-1450](#)**

Joint resolution authorizing an emergency appropriation in the FY13 Law Library Fund in the amount of \$15,000.

*Mary Stevens of the Circuit Courts presented an emergency appropriation for the Law Library Fund for FY13. Deputy County Administrator Amy McEwan stated the increase in the number of laws impacts the replacement of law books.*

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

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

**7.5 [13-1438](#)**

Joint resolution authorizing a contract with the DLR Group of Illinois, Chicago, Illinois for Architectural, Engineering and Consulting services for the Phase 1 Expansion of the Robert W. Depke Juvenile Justice Complex in the amount of \$1,022,452 and approves a line item transfer in the amount of \$540,000.

*Kurt Schultz of Finance presented a joint resolution authorizing a contract with the DLR Group of Illinois for architectural, engineer and consulting services for phase 1 of the expansion of the Robert W. Depke Juvenile Complex. A statement of interest was provided in October and DLR has been selected as the most qualified.*

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

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

**7.6 [13-1465](#)**

Joint resolution authorizing a contract with Stuckey Construction Company, Inc.,

Waukegan, IL for the Courts Complex Underground Ventilation and High Speed Garage Door in the amount of \$1,023,200.

*Director of Finance Gary Gordon presented a joint resolution authorizing a contract with Stuckey Construction Company, Inc. for the Courts Complex Underground Ventilation and High Speed Garage Door. The underground space does not comply with current ventilation regulations. The garage door will provide security and improve operations.*

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

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

#### **HEALTH & COMMUNITY SERVICES**

**7.7 [13-1440](#)**

Joint resolution authorizing an emergency appropriation in the Special Service Area (SSA) #8 Loon Lake Fund 272.

*Patrice Sutton-Burger of Finance presented an emergency appropriation in the Special Service Area #8 Loon Lake Fund 272. Expenses exceeded the authorized budget by \$217.67.*

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

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

#### **PUBLIC WORKS & TRANSPORTATION**

**7.8 [13-1471](#)**

Joint resolution authorizing an emergency appropriation to the Fiscal Year 2014 budget in the amount of \$7,004,045 in the Special Service Area (SSA) Number 16 Bond fund.

**Attachments:** [13-1471 Attachment A - Fund 454.pdf](#)  
[13-1471 Attachment B - Fund 354.pdf](#)

**A motion was made by Member Taylor, seconded by Member Rummel, that items 7.8 through 7.16 be recommended for adoption to the County agenda. The motion carried by the following vote:**

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

**7.9 [13-1441](#)**

Joint resolution appropriating \$105,000 of County Bridge Tax funds for the repair of drain tile on the south side of Washington Street, east of Illinois Route 83, and designated as Section 13-00135-12-DR.

**A motion was made by Member Taylor, seconded by Member Rummel, that items 7.8 through 7.16 be recommended for adoption to the County agenda. The motion**

carried by the following vote:

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

**7.10 [13-1442](#)**

Joint resolution appropriating \$60,000 of Motor Fuel Tax funds for the 2014 repair and replacement of various guardrail and fence installations, and designated as Section 14-00000-06-GM.

**A motion was made by Member Taylor, seconded by Member Rummel, that items 7.8 through 7.16 be recommended for adoption to the County agenda. The motion carried by the following vote:**

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

**7.11 [13-1443](#)**

Joint resolution appropriating \$1,400,000 of Matching Tax funds for the resurfacing of Washington Street, from the Union Pacific Railroad Bridge to Illinois Route 131, and designated as Section 13-00220-07-RS.

**A motion was made by Member Taylor, seconded by Member Rummel, that items 7.8 through 7.16 be recommended for adoption to the County agenda. The motion carried by the following vote:**

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

**7.12 [13-1449](#)**

Joint resolution authorizing an agreement for professional engineering services with Christopher B. Burke Engineering Ltd., Rosemont, Illinois, for Phase II design engineering services for the proposed construction of the Deerfield Road bike path, from Illinois Route 21/45 to the Des Plaines River Trail, at a maximum cost of services described as \$185,044.40, appropriating \$225,000 of Matching Tax funds for these engineering services, and designated as Section 10-00038-05-BT.

**Attachments:** [13-1449 Deerfield Road Bike Path Phase II Consultant Agreement Draft](#)

**A motion was made by Member Taylor, seconded by Member Rummel, that items 7.8 through 7.16 be recommended for adoption to the County agenda. The motion carried by the following vote:**

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

**7.13 [13-1448](#)**

Joint resolution authorizing a contract with TranSystems Corporation, Schaumburg, Illinois, for professional services for the provision of Phase II design engineering services for the intersection improvement of Wilson Road at Nippersink Road, at a maximum cost of services described as \$782,372.98, appropriating \$940,000 of Matching Tax funds for this improvement, and designated as Section 03-00070-06-CH.

**Attachments:** [13-1448 Wilson at Nippersink Phase 2 Contract Draft](#)

**A motion was made by Member Taylor, seconded by Member Rummel, that items 7.8 through 7.16 be recommended for adoption to the County agenda. The motion carried by the following vote:**

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

**7.14 [13-1445](#)**

Joint resolution appropriating \$175,000 of County Bridge Tax funds for the 2013 non-motorized travel improvement along Cedar Lake Road, from Washington Street to Park Road, and designated as Section 13-00103-18-SW.

**A motion was made by Member Taylor, seconded by Member Rummel, that items 7.8 through 7.16 be recommended for adoption to the County agenda. The motion carried by the following vote:**

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

**7.15 [13-1451](#)**

Joint resolution authorizing an agreement with Christopher B. Burke Engineering Ltd., Rosemont, Illinois, for Phase I preliminary engineering for intersection improvements of Wadsworth Road at Dilley's Road, US Route 41, and Kilbourne Road, at a maximum cost of services described as \$1,472,132.74, appropriating \$1,770,000 of ¼% Sales Tax for Transportation and Public Safety funds, and designated as Section 13-00999-47-ES.

**Attachments:** [13-1451 Wadsworth Road Intersection Improvement Phase I Consultant](#)

*Member Taylor provided a brief report regarding the construction along Wadsworth Road, noting Manager Moses Amidei of the Village of Wadsworth brought forth concerns from residents and officials of Wadsworth.*

**A motion was made by Member Taylor, seconded by Member Rummel, that items 7.8 through 7.16 be recommended for adoption to the County agenda. The motion carried by the following vote:**

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

**7.16 [13-1444](#)**

Joint resolution approving Change Order No. 3 in the amount of \$45,536, appropriating a supplemental amount of \$25,000 of Matching Tax funds for the modifications of older existing stormwater detention basins to improve functionality and water quality, and designated as Section 11-00999-24-DR.

**Attachments:** [13-1444 Detention Basin Change Order No. 3 Document](#)  
[13-1444 Detention Retrofits Change Order No. 3](#)

**A motion was made by Member Taylor, seconded by Member Rummel, that items 7.8 through 7.16 be recommended for adoption to the County agenda. The motion**

carried by the following vote:

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

**FINANCE & ADMINISTRATIVE**

**7.17 [13-1437](#)**

Resolution authorizing a contract with the Gordian Group, Maudlin, SC, in the estimated amount of \$200,000 for Job Order Contracting (JOC) consulting services for a two-year period plus renewals.

*Director of Finance Gary Gordon presented a request authorizing a contract with the Gordian Group in the estimated amount of \$200,000 for Job Order Contracting (JOC) consulting services for a two-year period plus renewals. He provided a presentation regarding JOC versus Traditional Pricing. Across selected projects, on average, JOC pricing was comparable to average bid price. The recommendation is to enter into a contract with Gordian Group. He noted 65% of JOC contracts are with local vendors. It was noted that JOC is not used for single trade work.*

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

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

**7.18 [13-1446](#)**

Resolution authorizing emergency appropriations for FY 2014 in various funds for certain projects, items and activities budgeted in the prior year and not completed.

**Attachments:** [January Carryovers for FY14](#)

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

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

**7.19 [13-1470](#)**

Resolution authorizing a contract for consulting services with Huron Consulting Group, Chicago, IL, in an amount not to exceed \$166,750 to conduct an Information Technology (IT) Services Assessment.

*Deputy County Administrator Amy McEwan and Information Technology (IT) Director Kirk Talbott presented a contract for consulting services with Huron Consulting Group. IT is seeking a consultant to provide direction on what services IT should continue to provide and what services should be outsourced. County Administrator Barry Burton reported the analysis will provide insight on how the IT Department should function in the future. Mr. Talbott indicated that it will take a few months to complete the analysis and the goal is to be prepared for the 2015 budget process.*

**A motion was made by Member Sauer, seconded by Member Taylor, that this item**

**be recommended for adoption to the regular agenda. The motion carried by the following vote:**

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

*Chair Paxton moved item 8.2 after item 8.5.*

**8. Executive Session**

*Executive session was entered into at 1:35 p.m.*

**A motion was made by Member Carlson, seconded by Member Rummel, that this item be to go into executive session. The motion carried unanimously.**

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

**8.1 [13-1492](#)**

Executive session to discuss personnel matters pursuant to 5 ILCS 120/2(c)(1).

*Executive session was adjourned at 1:47 p.m.*

**A motion was made by Member Rummel, seconded by Member Sauer, that executive session be adjourned. The motion carried unanimously.**

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

**8.3 [13-1498](#)**

Committee action authorizing a modification to a personnel policy.

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

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

*Executive session was entered into at 1:49 p.m.*

**A motion was made by Member Rummel, seconded by Member Sauer, to go into executive session. The motion carried unanimously.**

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

**8.4 [13-1490](#)**

Executive session to discuss pending litigation pursuant to § ILCS 120/2(c)(11).

*Executive session was adjourned at 2:38 p.m.*

**A motion was made by Member Rummel, seconded by Member Sauer, that executive session be adjourned. The motion carried unanimously.**

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

**8.5 [13-1491](#)**

Committee action approving settlement authority on Siwula vs. Lake County, et al.

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

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

**8.2 [13-1476](#)**

Committee action approving a reclassification in the Information Technology Department from Application Systems Analyst Staff Programmer to IT Service Availability and Delivery Manager III.

*Information Technology Director Kirk Talbott presented a request to reclassify the Application System Analyst Staff Programmer to IT Service Availability and Delivery Manager III. The position will look at the County's technology holistically to make sure that the correct infrastructure is in place to deliver necessary services. Member Mandel inquired whether the County has looked at shared services. County Administrator Barry Burton reported shared services in information technology is not feasible for a community as large as the County. He noted there are municipalities looking at this as an option.*

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

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

**9. County Administrator's Report**

*County Administrator Barry Burton introduced Adlil Issakoo recently hired as the new budget analyst.*

*Mr. Burton also reported the significant snow, ice and temperatures may require the County to use its reserves. He noted 50 percent of the snow removal and salt has been used as of January 2, 2014. He also noted the inclement weather has impacted other areas, including facilities and utility costs.*

*Mr. Burton noted that there were concerns over the timing of various aspects of the budget process. Finance is looking at best practices and over the next two months, he would like to discuss with Committee members procedural changes to the budget process. The suggestions will then be brought forth to the County Board for discussion.*

**9.1 [13-1439](#)**

Discussion of the Statements of Auditing Standards (SAS) No. 114 letter, "The Auditor's Communication with Those Charged with Governance".

**Attachments:** [SAS 114 Planning Letter](#)

*Patrice Sutton-Burger of Finance presented the Statements of Auditing Standards No. 114 letter. She requested that any concerns regarding the letter should be directed to Baker Tilly Virchow Krause, LLP.*

**10. Adjournment**

*The meeting was adjourned at 3:05 p.m.*

**A motion was made by Member Sauer, seconded by Member Taylor, that the meeting be adjourned. The motion carried unanimously.**

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

*Meeting minutes prepared by Blanca Vela-Schneider.*

*Respectfully submitted,*

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*Chairman*

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*Vice-Chairman*

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*Finance and Administrative Committee*