

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, October 16, 2013

8:30 AM

**Joint Budget Meeting with Public Works and Transportation
Committee & Financial and Administrative Committee**

Assembly Room, 10th Floor

Public Works and Transportation Committee

1. Call to Order

Chairs O'Kelly and Paxton called the meeting to order.

Present 8 - Chair O'Kelly, Vice Chair Taylor, Member Carey, Member Durkin, Member Hewitt, Member Maine, Member Sauer and Member Stolman

Absent 1 - Member Thomson-Carter

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, Lake County Board Member

Chris Creighton, Finance and Administrative Services

Al Giertych, Division of Transportation

Doretha Johnson, Division of Transportation

Aaron Lawlor, Lake County Board Chairman

Rodney Marion, Human Resources

Amy McEwan, Deputy County Administrator

Anita Patel, Finance and Administrative Services

Lisa Renley, Communications

Kurt Schultz, Finance and Administrative Services

Howie Sell, Information Technology

Kirk Talbott, Information Technology

Paula Trigg, Division of Transportation

Nazer Uddin, Public Works

Jennie Vana, Communications

Blanca Vela-Schneider, County Board Office

Ryan Waller, Assistant County Administrator

Phil Perna, Public Works

2. Pledge of Allegiance

Chairs O'Kelly and Paxton led the Pledge of Allegiance.

3. Approval of Minutes

3.1 13-1192

Minutes from October 17, 2012.

Attachments: [PWT Minutes 10.17.12 Final.pdf](#)

This item was tabled.

4. Public Comment

There was no public comment.

5. New Business

5.1 13-1118

Presentation and Consideration of Proposed FY 2014 Budget (see complete recommended budget attached).

Attachments: [FY2014 Recommended Budget](#)

Financial and Administrative Committee Chairman Paxton explained the budget review process.

5.2 13-1123

Joint committee action approving the recommended FY 2014 budget for Public Works.

Patrice Sutton-Burger of Finance and Administrative Services presented the proposed budget for Public Works. She stated that Public Works' budget includes operating budget, capital replacements, and capital improvements. Revenues are down one percent primarily due to user charges and interest. Debt service funding is being decreased due to various bonds being paid off in June. There have been two staff reclassifications.

Ms. Sutton-Burger identified two staff reclassifications and the addition of two interns in the budget for summer GIS data collection. A new program request with the Health Department is being sought to upgrade laboratory software. Public Works will fund \$30,000 of the program and Health Department will fund \$10,000. She explained three vehicles are scheduled for replacement, 52 computers are being replaced in accordance with IT's replacement schedule, and an additional four new laptops and four new computers are budgeted along with a new printer for the SCADA system.

Ms. Sutton-Burger identified \$10,000,000 in capital improvements not included in the budget which will be brought forth as emergency appropriations in the future. She also noted Public Works is planning a \$20,000,000 in bond issuance which will be brought back for consideration when the expense occurs. County Administrator Barry Burton explained the reason these amounts are not included in the budget is due to how significantly these numbers skew the budget. He stated that segregating these as emergency appropriations helps the County be more consistent with its budget year after year.

Philip Perna and Nazer Uddin of Public Works identified department highlights including the new Automated Meter Reading (AMR) program, the Lake Michigan Water Supply Project, the construction of a new Biological Nutrient Removal Facility and Water Reclamation Facilities SCADA program.

The Committee discussed how the phosphorous removal process will impact farmers and how best to educate them of the upcoming regulations regarding phosphorous removal. Upon inquiry from Member Maine, Mr. Perna reported that the AMR system will not be a cost savings to the County, but he does anticipate seeing additional revenue due to the replacement of the water meters.

Member Carey inquired about the unfunded positions. Mr. Perna stated that there are three positions currently unfunded but he envisions they may be needed in future years if

there is an increase in services by Public Works.

A motion was made by Member Taylor, seconded by Member Stolman, that this committee action item be approved and referred on to Financial and Administrative Committee. Motion carried by the following vote:

Aye: 7 - Chair O'Kelly, Vice Chair Taylor, Member Carey, Member Durkin, Member Maine, Member Sauer and Member Stolman

Absent: 2 - Member Hewitt and Member Thomson-Carter

Finance and Administrative Committee:

A motion was made by Member Rummel, seconded by Member Mandel, to approve the budget as recommended. Motion carried by the following vote:

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

5.3 13-1124

Joint committee action approving the recommended FY 2014 budget for the Division of Transportation.

Patrice Sutton-Burger of Finance and Administrative Services presented the 2014 proposed budget for the Division of Transportation (DOT). She stated that DOT has submitted several funding requests including the hiring of additional staff that would be funded via the 1/4% Sales Tax. She also noted that there is also an unfunded request for a snow plow truck and part-time snow plow position. Ms. Sutton-Burger stated that there has been an increase in commodities, primarily due to fueling charges. Overall, there is a 4% increase in the operating budget.

Director of Division of Transportation Paula Trigg of Division of Transportation (DOT) reported that the DOT has developed a great partnership with the majority of municipalities in Lake County as well as the RTA, METRA and other transportation agencies. She reported the DOT assists in fabrication, striping, and federal grant funding when municipalities request it.

Mr. Sutton-Burger reported on funding for new program requests for a smart board and count stations to track non-motorized traffic at bike and pedestrian paths. Ms. Trigg reported on current and upcoming projects that the DOT complete, including the largest project in DOT history, the Rollins Road Project.

The committee discussed the general replacement policy of vehicles. The County's policy is currently to evaluate vehicles on a point scale. Vehicles that have 15 points are recommended to be replaced. There have been instances where vehicles have been transferred to another department where the utilization of them is much lighter.

Member Maine inquired whether the resident engineer position is temporary or long-term. Ms. Trigg replied that she envisioned the position will be needed for a long period of time. There is enough work to warrant a full-time position due to the amount of projects in the division's long term plan.

Member Taylor inquired about when the snow route study will be complete. Ms. Trigg replied the initial study results on improving the County's snow route was actually less efficient than how DOT currently handles it. Further analysis is required and Ms. Trigg hopes for updated information next year.

Chair O'Kelly inquired what the goals are to improve utility companies' response to and relationship with the County. Ms. Trigg replied that the County has been working with utility companies on improving communications and the goal is to have utilities moved prior to a contractor beginning a construction project. She noted the difficulty in this because easement acquisition is needed prior to the relocation of utilities.

A motion was made by Member Maine, seconded by Member Durkin, that items 5.3 through 5.7 be approved and referred on to Financial and Administrative Committee. Motion carried by the following vote:

Aye: 6 - Vice Chair Taylor, Member Carey, Member Durkin, Member Maine, Member Sauer and Member Stolman

Absent: 3 - Chair O'Kelly, Member Hewitt and Member Thomson-Carter

Finance and Administrative Committee:

A motion was made by Member Sauer, seconded by Member Mandel, that items 5.3 through 5.7 be approved as recommended. Motion carried by the following vote:

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

5.4 13-1125

Joint committee action approving the recommended FY 2014 budget for the County Bridge Tax.

A motion was made by Member Maine, seconded by Member Durkin, that items 5.3 through 5.7 be approved and referred on to Financial and Administrative Committee. Motion carried by the following vote:

Aye: 6 - Vice Chair Taylor, Member Carey, Member Durkin, Member Maine, Member Sauer and Member Stolman

Absent: 3 - Chair O'Kelly, Member Hewitt and Member Thomson-Carter

Finance and Administrative Committee:

A motion was made by Member Sauer, seconded by Member Mandel, that items 5.3 through 5.7 be approved as recommended. Motion carried by the following vote:

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

5.5 13-1127

Joint committee action approving the recommended FY 2014 budget for Matching Tax.

A motion was made by Member Maine, seconded by Member Durkin, that items 5.3 through 5.7 be approved and referred on to Financial and Administrative Committee. Motion carried by the following vote:

Aye: 7 - Chair O'Kelly, Vice Chair Taylor, Member Carey, Member Durkin, Member Maine, Member Sauer and Member Stolman

Absent: 2 - Member Hewitt and Member Thomson-Carter

Finance and Administrative Committee:

A motion was made by Member Sauer, seconded by Member Mandel, that items 5.3 through 5.7 be approved as recommended. Motion carried by the following vote:

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

5.6 13-1128

Joint committee action approving the recommended FY 2014 budget for the County Motor Fuel Tax.

A motion was made by Member Maine, seconded by Member Durkin, that items 5.3 through 5.7 be approved and referred on to Financial and Administrative Committee. Motion carried by the following vote:

Aye: 7 - Chair O'Kelly, Vice Chair Taylor, Member Carey, Member Durkin, Member Maine, Member Sauer and Member Stolman

Absent: 2 - Member Hewitt and Member Thomson-Carter

Finance and Administrative Committee:

A motion was made by Member Sauer, seconded by Member Mandel, that items 5.3 through 5.7 be approved as recommended. Motion carried by the following vote:

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

5.7 13-1129

Joint committee action approving the recommended FY 2014 budget for the Sales Tax for Transportation and Public Safety (1/4% Sales Tax).

A motion was made by Member Maine, seconded by Member Durkin, that items 5.3 through 5.7 be approved and referred on to Financial and Administrative Committee. Motion carried by the following vote:

Aye: 7 - Chair O'Kelly, Vice Chair Taylor, Member Carey, Member Durkin, Member Maine, Member Sauer and Member Stolman

Absent: 2 - Member Hewitt and Member Thomson-Carter

Finance and Administrative Committee:

A motion was made by Member Sauer, seconded by Member Mandel, that items 5.3 through 5.7 be approved as recommended. Motion carried by the following vote:

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

6. Adjournment of the Public Works and Transportation Committee. The Financial and Administrative Committee may remain in session to review and approve other departmental budgets.

The Public Works and Transportation Committee meeting was adjourned at 10:04 a.m.

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

Aye: 7 - Chair O'Kelly, Vice Chair Taylor, Member Carey, Member Durkin, Member Maine, Member Sauer and Member Stolman

Absent: 2 - Member Hewitt and Member Thomson-Carter

The Finance and Administrative Committtee remained in session to review and approve other departmental budgets.

Minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chairman

Vice-Chairman

*Public Works & Transportation
Committee*

Chairman

Vice-Chairman

*Financial & Administrative
Committee*