

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, October 6, 2010

9:00 AM

Joint Budget meeting with Financial and Administrative Committee

Assembly Room

Revenue, Records and Legislation Committee

1. Call to Order

Chairs Bassi and Paxton called the meeting to order at 9:04 a.m.

Present 6 - Chair Bassi, Member Paxton, Member Carey, Member Hewitt, Vice Chair Pedersen and Member Taylor

Absent 1 - Member Nixon

F&A Committee members present: Chair Paxton, Vice-Chair Kyle, Member Bassi, Member Carter, Member Mountsier, Member O'Kelly, Member Stolman. (Member Kyle arrived at 9:08 a.m., and Member O'Kelly arrived at 9:17 a.m.)

Also present:

*Barry Burton, County Administrator
Suzi Schmidt, County Board Chairman
Amy McEwan, Sr. Assistant County Administrator
Dusty Powell, Sr. Assistant County Administrator
Gary Gordon, Finance & Administrative Services
Rich Hentschel, Finance & Administrative Services
Anita Patel, Finance & Administrative Services
Mike Gavin, Finance & Administrative Services
Michael Wheeler, Finance & Administrative Services
Keith Devore, Finance & Administrative Services
Willard Helander, County Clerk
Carrienne Carallis, CAO Intern
Rodney Marion, Human Resources
Marty Paulson, Chief County Assessment Officer
Mary Ellen Vanderverter, Recorder of Deeds
Marc Brogan, Chief Deputy Recorder of Deeds
Robert Skidmore, Treasurer
Jennie Vana, Communications Manager
Melinda Bush, County Board Member
Steve Carlson, County Board Member
Carol Calabresa, County Board Member
Ann Maine, County Board Member
Collin O'Rourke, County Board Member
Terry Wilke, County Board Member
Mary Otahal, County Board Office*

2. Pledge of Allegiance

Chairs Bassi and Paxton led the committees in the Pledge of Allegiance.

3. Public Comment

4. New Business

4.1 10-0985

Presentation and Consideration of Proposed FY 2011 Budget (see complete budget

attached)

Rich Hentshel presented the following budget comments:

- 1. The hearings today are for discussions regarding the recommended FY2011 departmental budgets. For the board members new to this process this is the opportunity to ask any questions regarding the details in any budget. Each budget will be presented in brief with a chance to ask questions thereafter.*
- 2. We have provided you again this year an exhibit that outlines the steps each department has taken in the form of cuts to address the current economic conditions and to close an initial multi-million \$ budget gap. Most of these cuts are in the form of unfunding or eliminating certain positions and reductions in other areas. This list also includes the steps taken by each department a year ago when the FY10 budget was developed.*
- 3. Due to the continued impacts from the overall economy, and the decline in State shared revenues, we are recommending a similar but slightly less level for certain sales and income tax revenues compared to FY10. These are included in the County Board departmental budget.*
- 4. There is no overall wage increase included in the recommended FY11 budget.*
- 5. In a couple instances the County Administrator's recommended budget changes estimates submitted by departments. Those will be discussed during the review of those departments affected.*
- 6. We are recommending a few amendments to the recommended budget as submitted. Those will be reviewed with the departmental budgets affected.*
- 7. All vehicles and computers are currently budgeted in each department. Before the budget is final those amounts in Corporate departments will be moved to the General Operating Expense budget (that's why no values appear for FY11 in GOE as of yet)*
- 8. The budget exhibits in the book includes actual revenues and expenses for FY10 YTD, which is through mid-September. Some line items may include total, full year encumbrances.*
- 9. The FY10 Modified Budget amounts may include carryovers from FY09. These carryovers consist of remaining budgets for uncompleted projects from FY09. Similarly, carryovers will be done again at the end of FY10 into FY11.*
- 10. You also have the schedule of the meetings today and tomorrow with the page numbers where you can find each departmental budget in the budget booked.*
- 11. Welcome to Anita Patel who is new to our staff this year.*
- 12. Thank you to all who participated in developing the 2011 budgets being presented here today.*

4.2 10-0944

Joint committee action approving the recommended FY 2011 budget for the Recorder of Deeds.

Recorder Mary Ellen Vanderventer presented the FY 2011 proposed budget. (Member Kyle arrived at 9:08 a.m.)

Revenue: Expenditures:
\$3,561,250 \$937,545

RRL: A motion was made by Member Carey, seconded by Member Hewitt, to approve the budget as recommended. Motion carried unanimously.

F&A: A motion was made by Member Mountsier, seconded by Member Kyle, to approve the budget as recommended. Motion carried. Member O'Kelly was absent during the vote.

4.3 10-0947

Joint committee action approving the recommended FY 2011 budget for the Recorder Automation Fee.

<i>Revenue:</i>	<i>Expenditures:</i>	<i>Use of Cash:</i>
\$1,268,512	\$1,331,391	\$62,879

RRL: A motion was made by Member Carey, seconded by Member Hewitt, to approve the budget as recommended. Motion carried unanimously.

F&A: A motion was made by Member Stolman, seconded by Member Carter, to approve the budget as recommended. Motion carried. Member O'Kelly was absent for the vote.

4.4 10-0946

Joint committee action approving the recommended FY 2011 budget for the GIS Automation Fee.

<i>Revenue:</i>	<i>Expenditures:</i>	<i>Use of Cash:</i>
\$705,038	\$700,000	\$(5,038)

RRL: A motion was made by Member Pedersen, seconded by Member Hewitt, to approve the budget as recommended. Motion carried unanimously.

F&A: A motion was made by Member Mountsier, seconded by Member Bassi, to approve the budget as recommended. Motion carried. Member O'Kelly was absent for the vote.

4.5 10-0941

Joint committee action approving the recommended FY 2011 budget for the Chief County Assessment Office.

Marty Paulson presented the Chief County Assessment Office FY 2011 proposed budget. (Member O'Kelly entered the meeting at 9:17 a.m.)

<i>Revenue:</i>	<i>Expenditures:</i>
\$33,706	\$1,945,241

RRL: A motion was made by Member Carey, seconded by Member Pedersen, to approve the budget as recommended. Motion carried unanimously.

F&A: A motion was made by Member Mountsier, seconded by Member Kyle, to approve the budget as recommended. Motion carried unanimously.

4.6 10-0945

Joint committee action approving the recommended FY 2011 budget for the Treasurer.

Robert Skidmore presented the Treasurer's FY 2011 proposed budget.

Revenue: Expenditures:
\$5,516,852 \$1,539,256

RRL: A motion was made by Member Taylor, seconded by Member Pedersen, to approve the budget as recommended. Motion carried unanimously.

F&A: A motion was made by Member Stolman, seconded by Member Carter, to approve the budget as recommended. Motion carried unanimously.

4.7 10-0948

Joint committee action approving the recommended FY 2011 budget for Tax Sale Automation.

Revenue: Expenditures: Use of Cash:
\$73,330 \$70,806 \$(2,524)

RRL: A motion was made by Member Carey, seconded by Member Hewitt, to approve the budget as recommended. Motion carried unanimously.

F&A: A motion was made by Member Carter, seconded by Member O'Kelly, to approve the budget as recommended. Motion carried unanimously.

4.8 10-0942

Joint committee action approving the recommended FY 2011 budget for the County Clerk.

Willard Helander presented the County Clerk's FY 2011 proposed budget.

Revenue: Expenditures:
\$786,600 \$3,624,051

RRL: A motion was made by Member Carey, seconded by Member Taylor, to approve the budget as recommended. Motion carried unanimously.

F&A: A motion was made by Member Stolman, seconded by Member Mountsier, to approve the budget as recommended. Motion carried unanimously.

4.9 10-0949

Joint committee action approving the recommended FY 2011 budget for Vital Records Automation.

Revenue: Expenditures: Use of Cash:
\$81,331 \$140,718 \$59,387

RRL: A motion was made by Member Taylor, seconded by Member Hewitt, to approve the budget as recommended. Motion carried unanimously.

F&A: A motion was made by Member Mountsier, seconded by Member Kyle, to approve the budget as recommended. Motion carried unanimously.

- 5. Adjournment of the Revenue, Records and Legislation Committee. The Financial and Administrative Committee may remain in session to review and approve other departmental budgets.**

RRL: A motion was made by Member Paxton, seconded by Member Carey, to adjourn at 10:30 a.m. Motion carried unanimously.

Minutes prepared by Mary Otahal.

Respectfully submitted,

_____	_____
<i>Chairman</i>	<i>Chairman</i>
_____	_____
<i>Vice-Chairman</i>	<i>Vice-Chairman</i>
_____	_____
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<i>Revenue, Records & Legislation Committee</i>	<i>Financial & Administrative Committee</i>