

Lake County Illinois

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



Meeting Minutes - Final

Tuesday, October 18, 2011

10:00 AM

Joint Budget meeting with Financial and Administrative Committee

Assembly Room, 10th Floor

Law and Judicial Committee

1. Call to Order

Chair Nixon and Chair Paxton called the meeting to order at 10:05 a.m.

L&J Committee members present: Chair Nixon, Vice-Chair Cunningham, Member Calabresa, Member Carey, Member Durkin, Member Gravenhorst, Member Wilke

F&A Committee members present: Chair Paxton, Vice-Chair Kyle, Member Bassi, Member Lawlor Member Mountsier, Member O'Kelly, Member Taylor

Others present:

*Melinda Bush, County Board Member
Steve Carlson, County Board Member
Bonnie Thomson Carter, County Board Member
Diane Hewitt, County Board Member
Ann Maine, County Board Member
Jim Newton, County Board Member
Linda Pedersen, County Board Member
Barry Burton, County Administrator
Amy McEwan, County Administrator's Office
Ryan Waller, County Administrator's Office
Gary Gordon, Director of Finance & Administrative Services
Patrice Sutton Burger, Finance & Administrative Services
Keith DeVore, Finance & Administrative Services
Michael Gavin, Finance & Administrative Services
Anita Patel, Finance & Administrative Services
Michael Wheeler, Finance & Administrative Services
Phil Balke, Director of Information Technology
Mary Ellis, Information Technology
Lori Nordstrom, Information Technology
Victoria A Rossetti, Chief Judge
Marci Jumisko, Courts
Sally D. Coffelt, Circuit Clerk
Keith Brin, Circuit Clerk's Office
Tom Dadrack, Circuit Clerks Office
Eric Waggoner, Director of Planning Building & Development
Margo Nelson, Planning Building & Development
Mark Curran, Lake County Sheriff
Wayne Hunter, Lake County Sheriffs Office
Kevin Lyons, Lake County Sheriffs Office
Michael Waller, State's Attorney
Joy Gossman, Public Defender
Jennifer Witherspoon, State's Attorney's Office
Teri White, State's Attorney's Office
Mary Ellen Vanderverter, Recorder of Deeds
Artis Yancey, Coroner
Terry Kuss, County Board Office*

2. Pledge of Allegiance

The Pledge of Allegiance was recited at the first meeting of the day.

3. Public Comment

There were no public comments.

4. New Business**4.1 11-1022**

Presentation and Consideration of Proposed FY 2012 Budget (see complete budget attached)

F&A Chair Paxton presented the following comments:

The hearings today are for discussions regarding the recommended FY2012 departmental budgets. This is the opportunity for board members to ask any questions regarding the details in any budget. Each budget will be presented in brief with a chance to ask questions thereafter.

Barry Burton thanked all the staff for their hard work in the preparation of the FY2012 proposed budget. Gary Gordon, Director of Financial Administrative Services thanked Patrice Sutton Berger for overseeing the budget process and he thanked the budget analysts for their diligent work.

Patrice Sutton Burger of Finance and Administrative Services made the following comments:

- 1. Thank you to the departments, who've put in a lot of time and effort on these budgets, along with answering all of our questions and providing justification and answers as we've gone along.*
- 2. Thank you to the budget analysts who have really done a phenomenal job with the budget itself, the analysis that went into all the numbers, and then the budget book itself. We worked hard to have this book include the necessary detail to show that the County is budgeting responsibly, but also be a useful tool to residents or any other reader.*
- 3. As you know from your review of the economic indicators report, we're seeing certain sales and income tax revenues showing a slight recovery and as such, revenues are budgeted to come in slightly higher than in FY 2011. On the expense side, departments submitted status quo budgets that allowed for very modest growth to maintain service levels. New program and refunding of personnel requests were accepted for the first time in several years and these will be addressed with each department's budget. The resulting proposed appropriations budget is a slight increase over FY 2011.*
- 4. There is non-union wage increase of 2.5% included in the recommended FY12 budget.*
- 5. In rare instances, the County Administrator's recommended budget is different than the amounts 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 FY12 in GOE as of yet).

8. The budget exhibits in the book includes actual revenues and expenses for FY11 YTD, through mid-September. Some line items may include total, full year encumbrances.

9. The FY11 Modified Budget amounts may include carryovers from FY10. These carryovers consist of remaining budgets for uncompleted projects from FY10. Similarly, carryovers will be done again at the end of FY11 into FY12.

10. We've provided a schedule of the meetings today and tomorrow with the page numbers where you can find each departmental budget in the budget book. As most of you know, we'll provide a brief overview to introduce each budget and then you'll have the opportunity to ask any questions you may have.

4.2 11-1027

Joint committee action approving the recommended FY 2012 budget for the Sheriff's Merit Commission.

Susan Rankin from the Sheriff's Department and Michael Wheeler of Finance and Administrative Services, appeared before the committees to present the Sheriffs Merit Commission FY 2012 proposed budget.

<i>Revenue</i>	<i>Expenditures</i>
<i>\$6,250</i>	<i>\$189,698</i>

L&J: Motion made by Member Cunningham, seconded by Member Wilke, to approve the budget as recommended. The motion carried unanimously.

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

4.3 11-1025

Joint committee action approving the recommended FY 2012 budget for the State's Attorney.

State's Attorney Michael Waller and Teri White from State's Attorney's Office appeared before the committees to present the States Attorney's FY 2012 proposed budget.

<i>Revenue</i>	<i>Expenditures</i>
<i>\$2,071,231</i>	<i>\$13,860,408</i>

L&J: A motion was made by Member Calabresa, seconded by Member Cunningham, to approve the budget as recommended. The motion carried unanimously.

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

4.4 11-1026

Joint committee action approving the recommended FY 2012 budget for the Asset Forfeiture Account.

State's Attorney Michael Waller and Teri White from the State's Attorney's Office appeared before the committees to present the Asset Forfeiture Account FY 2012 proposed budget.

Michael Gavin of Finance and Administrative Services presented there were no significant changes in the proposed budget.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
<i>\$48,724</i>	<i>\$63,946</i>	<i>\$15,222</i>

L&J: A motion was made by Member Calabresa, seconded by Member Carey, to approve the budget as recommended. The motion carried unanimously.

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

4.5 11-1028

Joint committee action approving the recommended FY 2012 budget for the Public Defender.

Joy Gossman from the Public Defenders Office and Michael Gavin of Finance and Administrative Services appeared before the committees to present the Public Defenders FY 2012 proposed budget.

<i>Revenue</i>	<i>Expenditures</i>
<i>\$499,895</i>	<i>\$4,741,537</i>

L&J: A motion was made by Member Cunningham, seconded by Member Durkin, to approve the budget as recommended. The motion carried unanimously.

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

4.6 11-1032

Joint committee action approving the recommended FY 2012 budget for the Coroner.

Coroner Artis Yancey and Keith DeVore of Finance and Administrative Services appeared before the committees to present the Coroner's FY 2012 proposed budget.

A new program request is part of the budget. Artis Yancey presented to the committees a significant need for supervision over the deputies. At this point Mr. Yancey is the only supervisor in the office. Barry Burton spoke to the committee regarding Mr. Yancey's effort to reach out to other internal organizations to implement much needed procedures for efficiency but even with new procedures additional supervision is needed.

<i>Revenue</i>	<i>Expenditures</i>
<i>\$35,000</i>	<i>\$1,116,244</i>

L&J: A motion was made by Member Cunningham, seconded by Member Carey, to approve the budget as recommended. The motion carried unanimously.

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

4.7 11-1092

Joint committee action approving the recommended FY 2012 budget for the Coroner Fees Fund.

Coroner Artis Yancey and Keith DeVore of Finance and Administrative Services appeared before the committees to present the FY 2012 Coroner Fee Fund proposed budget.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
<i>\$105,107</i>	<i>\$96,356</i>	<i>-\$8,751</i>

L&J: A motion was made by Member Gravenhorst, seconded by Member Durkin, to approve the budget as recommended. The motion carried unanimously.

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

4.8 11-1029

Joint committee action approving the recommended FY 2012 budget for the Circuit Court Clerk.

Circuit Court Clerk Sally Coffelt and Michael Wheeler of Finance and Administrative Services appeared before the committees to present the Circuit Court Clerks FY 2012 proposed budget.

<i>Revenue</i>	<i>Expenditures</i>
<i>\$12,536,525</i>	<i>\$8,927,954</i>

L&J: A motion was made by Member Carey, seconded by Member Calabresa, to approve the budget as recommended. The motion carried unanimously.

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

4.9 11-1030

Joint committee action approving the recommended FY 2012 budget for the Court Automation Fee.

Circuit Court Clerk Sally Coffelt and Michael Wheeler of Finance and Administrative Services appeared before the committees to present the Court Automation, Electronic Citation and Document Storage FY 2012 proposed budget.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
<i>\$1,541,524</i>	<i>\$1,222,763</i>	<i>(\$318,761)</i>

L&J: A motion was made by Member Carey, seconded by Member Calabresa, to approve the budget as recommended for items 4.9 through 4.11. The motion carried unanimously.

F&A: A motion was made by Member Mountsier, seconded by Member Kyle, to approve the budget as recommended for items 4.9 through 4.11. The motion carried unanimously.

4.10 11-1088

Joint committee action approving the recommended FY 2012 budget for the Electronic Citation Fee.

Circuit Court Clerk Sally Coffelt and Michael Wheeler of Finance and Administrative Services appeared before the committees to present the Electronic Citation Fee Fund FY 2012 proposed budget.

<i>Revenue</i>	<i>Use of Cash</i>
\$75,000	(\$75,000)

L&J: A motion was made by Member Carey, seconded by Member Calabresa, to approve the budget as recommended for items 4.9 through 4.11. The motion carried unanimously.

F&A: A motion was made by Member Mountsier, seconded by Member Kyle, to approve the budget as recommended for items 4.9 through 4.11. The motion carried unanimously.

4.11 11-1031

Joint committee action approving the recommended FY 2012 budget for the Document Storage Fee.

Circuit Court Clerk Sally Coffelt and Michael Wheeler of Finance and Administrative Services appeared before the committees to present the Document Storage FY 2012 proposed budget.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
\$718,282	\$2,582,504	\$1,864,222

L&J: A motion was made by Member Carey, seconded by Member Calabresa, to approve the budget as recommended for items 4.9 through 4.11. The motion carried unanimously.

F&A: A motion was made by Member Mountsier, seconded by Member Kyle, to approve the budget as recommended for items 4.9 through 4.11. The motion carried unanimously.

Amy McEwan from the County Administrators Office gave a presentation on the Capital Improvement plan for the addition of court rooms at the Waukegan location. The long-term plan will be presented to County Board members in November 2011.

4.12 11-1033

Joint committee action approving the recommended FY 2012 budget for the Circuit Courts.

Chief Judge Rosetti and Michael Wheeler of Finance and Administrative Services appeared before the committees to present the Circuit Courts FY 2012 proposed budget.

<i>Revenue</i>	<i>Expenditures</i>
<i>\$3,467,447</i>	<i>\$14,404,787</i>

L&J: A motion was made by Member Cunningham, seconded by Member Carey, to approve the budget as recommended. The motion carried unanimously.

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

4.13 11-1034

Joint committee action approving the recommended FY 2012 budget for the Children’s Waiting Room Fund.

Marci Jumisko from the Circuit Courts and Michael Wheeler of Finance and Administrative Services appeared before the committees to present the Children's Waiting Room Fund FY 2012 proposed budget.

Revenues are budgeted based upon current activity.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
<i>\$225,177</i>	<i>\$198,656</i>	<i>(\$26,521)</i>

L&J: A motion was made by Member Gravenhorst, seconded by Member Durkin, to approve the budget as recommended for items 4.13 through 4.17. The motion carried unanimously.

F&A: A motion was made by Member Kyle, seconded by Member Taylor, to approve the budget as recommended for items 4.13 through 4.17. The motion carried unanimously.

4.14 11-1035

Joint committee action approving the recommended FY 2012 budget for the Hulse Detention Center.

Marci Jumisko from the Circuit Courts and Michael Wheeler of Finance and Administrative Services appeared before the committees to present the Hulse Detention Center FY 2012 proposed budget.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
<i>\$5,851,886</i>	<i>\$5,888,330</i>	<i>\$36,444</i>

L&J: A motion was made by Member Gravenhorst, seconded by Member Durkin, to approve the budget as recommended for items 4.13 through 4.17. The motion carried unanimously.

F&A: A motion was made by Member Kyle, seconded by Member Taylor, to approve the budget as recommended for items 4.13 through 4.17. The motion carried unanimously.

4.15 11-1036

Joint committee action approving the recommended FY 2012 budget for the Law Library.

Marci Jumisko from the Circuit Courts and Michael Wheeler of Finance and Administrative Services appeared before the committees to present the Law Library FY 2012 proposed budget.

<i>Revenue</i>	<i>Expenditures</i>
<i>\$439,023</i>	<i>\$476,593</i>

L&J: A motion was made by Member Gravenhorst, seconded by Member Durkin, to approve the budget as recommended for items 4.13 through 4.17. The motion carried unanimously.

F&A: A motion was made by Member Kyle, seconded by Member Taylor, to approve the budget as recommended for items 4.13 through 4.17. The motion carried unanimously.

4.16 11-1037

Joint committee action approving the recommended FY 2012 budget for the Probation Services Fee.

Marci Jumisko from the Circuit Courts and Michael Wheeler of Finance and Administrative Services appeared before the committees to present the Probation Services Fee FY 2012 proposed budget.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
<i>\$1,738,258</i>	<i>\$1,711,376</i>	<i>(\$26,882)</i>

L&J: A motion was made by Member Gravenhorst, seconded by Member Durkin, to approve the budget as recommended for items 4.13 through 4.17. The motion carried unanimously.

F&A: A motion was made by Member Kyle, seconded by Member Taylor, to approve the budget as recommended for items 4.13 through 4.17. The motion carried unanimously.

4.17 11-1089

Joint committee action approving the recommended FY 2012 budget for the Neutral Site Custody Exchange Fee.

Marci Jumisko from the Circuit Courts and Michael Wheeler of Finance and Administrative Services appeared before the committees to present the Neutral Site Custody Exchange FY 2012 proposed budget.

<i>Revenue</i>	<i>Expenditures</i>	<i>Use of Cash</i>
\$192,000	\$192,000	\$0

L&J: A motion was made by Member Gravenhorst, seconded by Member Durkin, to approve the budget as recommended for items 4.13 through 4.17. The motion carried unanimously.

F&A: A motion was made by Member Kyle, seconded by Member Taylor, to approve the budget as recommended for items 4.13 through 4.17. The motion carried unanimously.

4.18 11-1038

Joint committee action approving the recommended FY 2012 budget for the Sheriff.

Sheriff Mark Curran and Michael Wheeler of Finance and Administrative Services appeared before the committees to present the proposed FY 2012 budget for Sheriff.

Sheriff Curran spoke to the concern with the marine unit. There is only half the amount of boats in the water so there will be less revenue brought in on ticketing. They are unfunding 3 more positions in this budget and GOE is covering the 3 positions. Deerpark has contracted with the Sheriff's office for one squad for residential and one squad for the business district, and the budget is amended to reflect this.

<i>Amended Revenue</i>	<i>Amended Expenditures</i>
\$6,449,170	\$60,229,473

L&J: A motion was made by Member Cunningham, seconded by Member Durkin, to approve the budget as amended. The motion carried unanimously.

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

5. Adjournment of the Law and Judicial Committee. The Financial and Administrative Committee may remain in session to review and approve other departmental budgets.

L&J: A motion was made by Member Cunningham, seconded by Member Durkin, to adjourn. The motion carried unanimously.

Minutes prepared by Terry Kuss.

Respectfully submitted,

Chairman

Chairman

Vice-Chairman

Vice-Chairman

Law & Judicial Committee

*Financial & Administrative
Committee*