

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, October 25, 2017

8:30 AM

JOINT BUDGET MEETING

Assembly Room, 10th Floor

Public Works and Transportation Committee

1. Call to Order

Public Works and Transportation Committee Chair Maine called the Public Works and Transportation Committee meeting to order at 8:30 a.m.

Present 7 - Chair Maine, Member Danforth, Member Durkin, Member Mathias, Member Pedersen, Member Taylor and Member Wilke

Absent 2 - Vice Chair Hewitt and Member Werfel

Call to Order of the Financial & Administrative Committee

Financial and Administrative Services Chair Rummel reconvened the Financial and Administrative Committee meeting at 8:30 a.m.

Present: 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

*(*Member Hewitt was present on Tuesday, October 24, 2017 but was not present on Wednesday, October 25, 2017.)*

Others present:

Dick Barr, Public

Carol Calabressa, County Board Member

Sandy Hart, County Board Member

Judy Martini, County Board Member

Tom Weber, County Board Member

Vance Wyatt, County Board Member

Jeri Atleson, Public

Erica Bergman, Human Resources

Barry Burton, County Administrator

Anthony Cooling, Finance and Administrative Services

Karla Hasty, Human Resources

Al Giertych, Division of Transportation

Ben Gilbertson, Finance and Administrative Services

Heidie Hernandez, County Board Office

Ryan Horne, Finance and Administrative Services

Doretha Johnson, Division of Transportation

Kevin Kerrigan, Division of Transportation

Rodney Marion, Human Resources

Monica McClain, Human Resources

Amy McEwan, Deputy County Administrator

Matt Meyers, Planning, Building and Development

Wendy Morey, Stormwater Management Commission

Debra Nieto, County Clerk's Office

Angela Norwood, Public Works

Anita Patel, Planning, Building and Development
Marin Paulson, Chief County Assessor
Phil Perna, Public Works
Cynthia Pruim Haran, Recorder of Deeds
Michael Prusila, Stormwater Management Commission
Shane Schneider, Division of Transportation
David Stolman, Treasurer
Blanca Vela Schneider, County Board Office
Eric Waggoner, Planning, Building and Development
Josh Wallace, Division of Transportation
Mike Warner, Stormwater Management Commission
Dakisha Wesley, Assistant County Administrator
Michael Wheeler, Finance and Administrative Services
Kipp Wilson, County Clerk's Office
Rodney Worden, Public Works
Carla Wyckoff, County Clerk

2. Pledge of Allegiance

Public Works and Transportation Committee Chair Maine led the Pledge of Allegiance.

3. Addenda to the Agenda

There were no additions or amendments to the agenda.

4. Public Comment

There were no comments from the public.

5. Chairman's Remarks

There were no remarks from the chairs.

Financial and Administrative Committee Chair Rummel, reported that there is a physical quorum of the Financial and Administrative Committee, and Member Bartels is participating electronically due to a medical illness.

Financial and Administrative Chair Rummel provided a brief statement regarding the budget consideration process.

6. New Business

6.1 [17-1082](#)

Presentation and consideration of proposed Fiscal Year 2018 Budget (see complete recommended budget attached).

Ryan Horne, Finance and Administrative Services, thanked the various staff involved in the budget process, including the budget analysts, Communications' staff, and the Print Shop Services' staff.

Consistent with previous years, the vehicle and computer replacements are budgeted in each department. The amounts will be moved from the department to the general corporate fund. There is a non union merit base wage increase of 2.5 percent recommended in the fiscal year 2018 budget. In addition, consistent with the 2018 budget policy, new program requests were not considered unless they met certain criteria. Requests that did meet the criteria will be discussed during the respective department's presentation. Mr. Horne also noted that the fiscal year 2017 amounts under Modified Budget may include fiscal year 2016 carryovers. As directed in the 2018 budget policy a preliminary list of carryovers has also been provided.

Finance Director Gary Gordon clarified what double appropriations represent. He explained that the County budgets by fund, and some items such as health benefits, Federal Insurance Contributions Act (FICA) and Illinois Municipal Retirement Fund (IMRF) are budgeted twice. The purpose is to maintain separate funds to show the expenditures from each department, so the true cost of operation is known. In the budget book there will be a comparison of the budget with and without the double appropriations.

6.2 [17-1112](#)

Joint committee action approving the recommended Fiscal Year 2018 budget for Public Works.

Public Works Director Rodney Worden, Andrea Norwood, Public Works, Phil Perna, Public Works, Benjamin Gilbertson, Finance and Administrative Services, and Ryan Horne, Finance and Administrative Services, presented the proposed 2018 budget for Public Works.

Mr. Gilbertson indicated personnel expenses have declined primarily due to the elimination of two positions via the Accelerated Retirement Option and a third position based upon Human Resources' recommendation. He noted the hiring of the new Public Works Director, Rodney Worden. Revenue in Charges for Service and Miscellaneous Revenue are expected to increase in 2018, but expenses are also expected to increase due to the upgrades in the bio nutrient removal process treatment plant.

Mr. Worden noted the budget includes expenses related to the Northshore Water Reclamation District's increase in the northeast central area but does not currently include the revenue that will be received when the county passes along this increase. The rate structure was approved by the County Board after the budget had been prepared. He noted the anticipated revenue will be incorporated in the final budget approval that will be considered by the Lake County Board.

Public Works and Transportation Chair Ann Maine inquired on the number of water main breaks anticipated in fiscal year 2018. Mr. Worden reported there has not been a spike in breaks, but noted that as the water system's infrastructure ages, more breaks are anticipated. Discussion ensued regarding Public Works' billing software system.

A motion was made by Member Mathias, seconded by Member Danforth, that this committee action item be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.

Aye: 7 - Chair Maine, Member Danforth, Member Durkin, Member Mathias, Member Pedersen, Member Taylor and Member Wilke

Absent: 2 - Vice Chair Hewitt and Member Werfel

Financial and Administrative Committee

A motion was made by Member Taylor, seconded by Member Pedersen, that this item be approved. The motion carried unanimously.

Aye: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Not Present: 1 - Member Hewitt

6.3 [17-1113](#)

Joint committee action approving the recommended Fiscal Year 2018 budget for the Division of Transportation.

(Items 6.3 through 6.7 were taken together.)

Division of Transportation Director Shane Schneider, Al Giertych, Division of Transportation, Doretha Johnson, Division of Transportation, Ben Gilbertson, Finance and Administrative Services, and Ryan Horne, Finance and Administrative Services, presented the proposed 2018 budget for the Division of Transportation, the County Bridge Tax, the Matching Tax, the County Motor Fuel Tax, and the Sales Tax for Transportation and Public Safety (1/4% Sales Tax).

Mr. Gilbertson indicated two full time positions have been eliminated due to the Accelerated Retirement Option. Personnel and benefits are expected to decrease due to retirements, vacancies, position reclassifications for new union member hires, and tier two retirement benefits of new hires. Additional savings will be realized with the addition of a single plus one health insurance option. Mr. Gilbertson noted the hiring of the new Division of Transportation Director Shane Schneider. Capital expenditures are up due to large equipment purchases. He noted the Division of Transportation was instrumental in providing snow plowing assistance in 2017 to the Illinois Department of Transportation while it awaited its fleet equipment. This was a one time assist and is not anticipated in 2018. He reported Division of Transportation has assumed the responsibilities associated with radio installation of county vehicles.

Mr. Gilbertson noted the Stormwater Management Commission has a joint request with the Division of Transportation to hire a contractual employee to help with the county's MS4 Program and serve as the stormwater coordinator employee, to comply with additional mandates by the Illinois Environmental Protection Agency.

Mr. Schneider offered highlights of the department for 2017, including the completion of the Washington Street Corridor Project which added vehicular capacity from the City of Waukegan to the Village of Round Lake. He identified upcoming projects for fiscal year 2018. He indicated the state's budget impact to Lake County includes a two percent administrative fee for the processing of the 1/4% sales tax, a reduction to the Illinois Department of Transportation's budget by \$300,000,000, a \$627,000 reduction in county consolidated funds (motor fuel tax). Additionally, the state will cut its capital improvement program by \$43,000,000 in Lake County, deferring 71 percent of projects that were previously programmed. The Illinois Department of Transportation will experience a \$1,600,000,000 budget cut over the next six years.

Overall, the Division of Transportation is performing well and is on target for a \$592,000,000 multi year road improvement plan, demonstrating Lake County's commitment to improved transportation in Lake County. At this time, 15 percent of this amount will be utilized for preservation projects, 32 percent for modernization projects, and 53 percent for expansion project. Discussion ensued.

Finance and Administrative Services Director Gary Gordon noted there is a need to amend the proposed Division of Transportation's budget as a result of one position being double budgeted in two separate management centers. This amendment will reduce the budget by \$102,794.

A motion was made by Member Mathias, seconded by Member Wilke, that items 6.3 through 6.7 be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.

Aye: 7 - Chair Maine, Member Danforth, Member Durkin, Member Mathias, Member Pedersen, Member Taylor and Member Wilke

Absent: 2 - Vice Chair Hewitt and Member Werfel

Financial and Administrative Committee

A motion was made by Member Taylor, seconded by Member Pedersen, that items 6.3 (as amended) through 6.7 be approved. The motion carried unanimously.

Ayes: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Not Present: 1 - Member Hewitt

6.4 [17-1114](#)

Joint committee action approving the recommended Fiscal Year 2018 budget for the County Bridge Tax.

A motion was made by Member Mathias, seconded by Member Wilke, that items 6.3 through 6.7 be approved and referred on to the Financial and Administrative

Committee. Motion carried by voice vote.

Aye: 7 - Chair Maine, Member Danforth, Member Durkin, Member Mathias, Member Pedersen, Member Taylor and Member Wilke

Absent: 2 - Vice Chair Hewitt and Member Werfel

Financial and Administrative Committee

A motion was made by Member Taylor, seconded by Member Pedersen, that items 6.3 (as amended) through 6.7 be approved. The motion carried unanimously.

Aye: 7 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Not Present: 1 - Member Hewitt

6.5 [17-1115](#)

Joint committee action approving the recommended Fiscal Year 2018 budget for Matching Tax.

A motion was made by Member Mathias, seconded by Member Wilke, that items 6.3 through 6.7 be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.

Aye: 7 - Chair Maine, Member Danforth, Member Durkin, Member Mathias, Member Pedersen, Member Taylor and Member Wilke

Absent: 2 - Vice Chair Hewitt and Member Werfel

Financial and Administrative Committee

A motion was made by Member Taylor, seconded by Member Pedersen, that items 6.3 (as amended) through 6.7 be approved. The motion carried unanimously.

Ayes: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Not Present: 1 - Member Hewitt

6.6 [17-1116](#)

Joint committee action approving the recommended Fiscal Year 2018 budget for the County Motor Fuel Tax.

This matter was approved and referred on to the Financial and Administrative Committee. A motion was made by Member Mathias, seconded by Member Wilke, that items 6.3 through 6.7 be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.

Aye: 7 - Chair Maine, Member Danforth, Member Durkin, Member Mathias, Member Pedersen, Member Taylor and Member Wilke

Absent: 2 - Vice Chair Hewitt and Member Werfel

Financial and Administrative Committee

A motion was made by Member Taylor, seconded by Member Pedersen, that items 6.3 (as amended) through 6.7 be approved. The motion carried unanimously.

Ayes: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Not Present: 1 - Member Hewitt

6.7 [17-1117](#)

Joint committee action approving the recommended Fiscal Year 2018 budget for the Sales Tax for Transportation and Public Safety (1/4% Sales Tax).

A motion was made by Member Mathias, seconded by Member Wilke, that items 6.3 through 6.7 be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.

Aye: 7 - Chair Maine, Member Danforth, Member Durkin, Member Mathias, Member Pedersen, Member Taylor and Member Wilke

Absent: 2 - Vice Chair Hewitt and Member Werfel

Financial and Administrative Committee

A motion was made by Member Taylor, seconded by Member Pedersen, that items 6.3 (as amended) through 6.7 be approved. The motion carried unanimously.

Ayes: 6 - Chair Rummel, Vice Chair Bartels, Member Carlson, Member Durkin, Member Pedersen and Member Taylor

Not Present: 1 - Member Hewitt

7. Members' Remarks

Financial and Administrative Chair Rummel requested that the Public Works and Transportation Committee consider a letter of support of an Amtrak stop in the City of Lake Forest. The consensus of the Public Works and Transportation Committee was to place this as an agenda item on the November 8, 2017 committee meeting.

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

There being no further business, Public Works and Transportation Committee Chair Maine adjourned the Public Works and Transportation Committee meeting at 9:40 a.m.

Financial and Administrative Committee Chair Rummel remarked the Financial and Administrative Committee will take a short break and reconvene at 9:45 a.m. in conjunction with the Planning, Building and Zoning Committee.

This matter was adjourn

Next Meeting: November 1, 2017

Respectfully submitted,

Chair

Vice Chair

Public Works and Transportation Committee