

# **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 WITH OTHER STANDING COMMITTEES**

**Assembly Room, 10th Floor**

**Financial and Administrative Committee**

**Call to Order of the Public Works & Transportation Committee**

*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, Member Wilke*

*Absent 2 - Vice Chair Hewitt, Member Werfel*

**1. 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

*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.*

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

##### **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.*

*Public Works and Transportation Committee*

*A motion was made by Member Mathias, seconded by Member Danforth, that this item be*

*approved and referred on to the Financial and Administrative Committee.*

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

*Absent: 2 - Vice Chair Hewitt and Member Werfel*

**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.*

*Public Works and Transportation Committee*

*A motion was made by Member Mathias, seconded by Member Wilke, that items 6.3 (as amended) through 6.7 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.*

*Ayes: 7 - Chair Maine, Member Danforth, Member Durkin, Member Mathias, Member Pedersen, and Member Wilke*

*Absent: 2 - Vice Chair Hewitt and Member Werfel*

**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:** 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.

*Public Works and Transportation Committee*

*A motion was made by Member Mathias, seconded by Member Wilke, that items 6.3 (as amended) through 6.7 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.*

*Ayes: 7 - Chair Maine, Member Danforth, Member Durkin, Member Mathias, Member Pedersen, and Member Wilke*

*Absent: 2 - Vice Chair Hewitt and Member Werfel*

**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:** 6 - 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.

*Public Works and Transportation Committee*

*A motion was made by Member Mathias, seconded by Member Wilke, that items 6.3 (as amended) through 6.7 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.*

*Ayes: 7 - Chair Maine, Member Danforth, Member Durkin, Member Mathias, Member Pedersen, and Member Wilke*

*Absent: 2 - Vice Chair Hewitt and Member Werfel*

**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:** 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.

*Public Works and Transportation Committee*

*A motion was made by Member Mathias, seconded by Member Wilke, that items 6.3 (as amended) through 6.7 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.*

*Ayes: 7 - Chair Maine, Member Danforth, Member Durkin, Member Mathias, Member Pedersen, and Member Wilke*

*Absent: 2 - Vice Chair Hewitt and Member Werfel*

**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:** 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).

*Public Works and Transportation Committee*

*A motion was made by Member Mathias, seconded by Member Wilke, that items 6.3 (as amended) through 6.7 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.*

*Ayes: 7 - Chair Maine, Member Danforth, Member Durkin, Member Mathias, Member Pedersen, and Member Wilke*

*Absent: 2 - Vice Chair Hewitt and Member Werfel*

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

**Not Present:** 1 - Member Hewitt

**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.*

**Adjournment of the Public Works & Transportation Committee**

*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.*

**Call to Order of the Planning, Building & Zoning Committee**

*Financial and Administrative Committee Chair Rummel reconvened the Financial and Administrative Committee at 9:47 a.m.*

*Planning, Building and Zoning Chair Weber called the Planning, Building, and Zoning*



*Meeting to order at 9:47 a.m.*

*Present: 7 - Chair Weber, Vice Chair Martini, Member Bartels, Member Mathias, Member Pedersen, Member Wilke*

*Absent: 1 - Member Werfel*

**PLANNING, BUILDING & ZONING**

**6.8 [17-1161](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for Planning, Building and Development.

*Planning, Building and Development Director Eric Waggoner, Matt Meyers, Planning, Building and Development, Anita Patel, Planning, Building and Development, Ben Gilbertson, Finance and Administrative Services, and Ryan Horne, Finance and Administrative Services, presented the proposed budget for Planning, Building and Development.*

*Mr. Gilbertson highlighted Public Works and the Planning, Building and Development department have integrated the permitting processes, fast tracking permits and evaluating best practices to improve for administrative support services. The department continues to look for opportunities for shared services.*

*Mr. Gilbertson remarked building permit fees are expected to increase \$89,700 based upon anticipated increases in the Planning, Building and Development's permit fee schedule. Revenue from municipalities is expected to decrease in 2018 due a contracted community choosing to perform its own inspection services independently. Two full-time positions have been eliminated due to the Accelerated Retirement Option. Contractuals are down as the contract for the Tyler-EnerGov system administration is less than what was anticipated.*

*Mr. Waggoner reported the Planning, Building and Development department has been able to reduce its headcount while simultaneously increasing capacity. New permitting software has been implemented from Tyler-Energov, allowing customers to submit simple permits online, while increasing efficiency in the department. Staff has generated additional efficiencies through its Fix What Bugs You initiative, improving work culture via a bottom-up approach and creating leadership opportunities.*

*Discussion ensued regarding Round Lake Beach's decision to perform its own inspections and the increase in building permit fees which have not yet been approved in committee. Mr. Waggoner clarified staff had expected to present its building permit fee increase request earlier this year, but the aftermath of this year's substantial flooding necessitated that the request be deferred until a later date.*

*Planning, Building and Zoning Committee*

*A motion was made by Member Wilke, seconded by Member Mathias, that this item be approved and referred to the Financial and Administrative Committee.*

*Ayes: 5 - Chair Weber, Member Bartels, Member Mathias, Member Pedersen, Member Wilke*

*Nay: 1 - Vice Chair Martini*

*Absent: 1 - Member Werfel*

**A motion was made by Member Pedersen, seconded by Member Carlson, 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

**6.9 [17-1162](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for Stormwater Management.

*Director of Stormwater Management Commission Mike Warner, Mike Pruscila, Stormwater Management Commission, Wendy Morey, Stormwater Management Commission, Ben Gilbertson, Finance and Administrative Services, and Ryan Horne, Finance and Administrative Services presented the proposed Stormwater Management Commission budget.*

*Mr. Gilbertson highlighted Stormwater Management Commission's tremendous assistance with the recent flooding in Lake County. Other Federal Funds and Other State Funds are anticipated to decrease in 2018 based on a grant cycle reduction of reimbursable expenses. Personnel costs will be lower in 2018 due to a reduction in staff via the Accelerated Retirement Option and the hiring of employees at lower salary grades. Revenue from Charges for Services are expected to slightly increase based upon current trends. He noted contractals are expected to increase due to the inclusion of a part-time contract employee who will serve as Lake County's Stormwater Coordinator, to comply with new mandates from the Illinois Environmental Protection Agency.*

*Mr. Warner indicated Stormwater Management Commission is participating in 95 projects with 28 local municipal governments, five state agencies, five federal agencies, 15 Homeowner Associations or non-profit organizations, and three private entities. The department was extensively involved in offering assistance during the recent floods. While flooding was unable to be prevented, the work that has been accomplished actually mitigated some of the damage that could have occurred. He noted there is still more work to be done to address flooding in Lake County. Discussion ensued regarding*

*collaborating with Cook County on flood mitigation matters. Mr. Warner highlighted the Bull Creek Restoration Project in Beach Park which has leveraged money for multiple agencies and associations.*

*Planning, Building and Zoning Committee*

*A motion was made by Member Martini, seconded by Member Mathias, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.*

*Aye: 6 - Chair Werfel, Vice Chair Martini, Member Bartels, Member Pedersen, Member Werfel, Member Wilke and Member Mathias*

*Absent: 1 - Member Werfel*

**A motion was made by Member Durkin, seconded by Member Carlson, 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

**Adjournment of the Planning, Building & Zoning Committee**

*There being no further business, a motion was made by Mathias, seconded by Member Martini, to adjourn the Planning, Building, and Zoning Committee meeting at 10:42 a.m.*

*Aye: 6 - Chair Weber, Vice Chair Martini, Member Bartels, Member Mathias, Member Pedersen, and Member Wilke*

*The Financial and Administrative Committee remained in session.*

**Items under the Financial and Administrative header will be considered between joint committee hearings throughout the two-day budget hearing schedule, as time permits, with the exception of certain departmental budgets\* which will be considered on Wednesday, October 25, 2017 beginning approximately at 10:30 a.m.**

**FINANCIAL & ADMINISTRATIVE**

**6.10 [17-1118](#)**

\*

Committee action approving the recommended Fiscal Year 2018 budget for the County Clerk.

*(Agenda item was considered on Wednesday, October 25, 2017.)*

*(Items 6.10 and 6.11 were taken together.)*

*County Clerk Carla Wyckoff, Debra Nieto, County Clerk's Office, Anthony Cooling,*

*Finance and Administrative Services, and Ryan Horne, Finance and Administrative Services, presented the proposed budget for the County Clerk and Vital Records Automation.*

*Mr. Cooling indicated the County Clerk's budget for 2018 will increase due to anticipated election activity in 2018. Overtime and postage supplies will increase and reimbursement is not anticipated for the 2018 primary and general elections from the State of Illinois for election judges.*

*County Clerk Wyckoff reported the County Clerk's Office continues to operate in an efficient manner while providing professional, quality customer service. The department's biggest variable is election activity. The costs associated to maintain the new election equipment are now being realized. More voters are choosing to cast their ballots via mail. Discussion ensued regarding the process to remove the names of people who have passed away or have moved out of the district.*

*Finance and Administrative Services Director Gary Gordon noted a scrivener's error for the expense of publications and legal notices. The actual cost is \$65,000, not \$6,500.*

**A motion was made by Member Carlson, seconded by Member Pedersen, that items 6.10 and 6.11 be approved, as amended. The motion carried unanimously.**

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

**Absent:** 1 - Member Hewitt

**6.11 [17-1119](#)**

\*

Committee action approving the recommended Fiscal Year 2018 budget for Vital Records Automation.

*(Agenda item was considered on Wednesday, October 25, 2017.)*

**A motion was made by Member Carlson, seconded by Member Pedersen, that items 6.10 and 6.11 be approved, as amended. The motion carried unanimously.**

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

**Absent:** 1 - Member Hewitt

**6.12 [17-1120](#)**

\*

Committee action approving the recommended Fiscal Year 2018 budget for the Recorder of Deeds.

*(Agenda item was considered on Wednesday, October 25, 2017.)*

*(Items 6.12 through 6.14 were taken together.)*

*Cynthia Pruim-Haran, Recorder of Deeds, Anthony Cooling, Finance and Administrative Services, and Ryan Horne, Finance and Administrative Services, presented the proposed budgets for the Recorder of Deeds, the Recorder Automation Fee, and the GIS Automation Fee.*

*Mr. Cooling indicated charges for services is expected to be the same as the current fiscal year. He reported personnel expenses have declined due to the moving an intern position to the Recorder Automation Fund, but benefits are expected to increase due to changes in employee Health/Life/Dental enrollment.*

*Mr. Cooling indicated the Recorder Automation Fee and GIS Automation Fee increase, approved in 2017, will not go into effect until 2018.*

**A motion was made by Member Pedersen, seconded by Member Carlson, that items 6.12 through 6.14 be approved. The motion carried unanimously.**

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

**Absent:** 1 - Member Hewitt

**6.13 [17-1121](#)**

\*

Committee action approving the recommended Fiscal Year 2018 budget for the Recorder Automation Fee.

*(Agenda item was considered on Wednesday, October 25, 2017.)*

**A motion was made by Member Pedersen, seconded by Member Carlson, that items 6.12 through 6.14 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

**6.14 [17-1122](#)**

\*

Committee action approving the recommended Fiscal Year 2018 budget for the GIS Automation Fee.

*(Agenda item was considered on Wednesday, October 25, 2017.)*

**A motion was made by Member Pedersen, seconded by Member Carlson, that items 6.12 through 6.14 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

**6.15 [17-1123](#)**

\*

Committee action approving the recommended Fiscal Year 2018 budget for the Chief County Assessment Office.

*(Agenda item was considered on Wednesday, October 25, 2017.)*

*(Items 6.15 and 6.16 were taken together.)*

*Chief County Assessor Martin Paulson, Anthony Cooling, Finance and Administrative Services, and Ryan Horne, Finance and Administrative Services, presented the proposed budget for the Chief County Assessment Office and the Board of Review.*

*Mr. Cooling reported capital expenditures are expected to decrease as there are no computer replacements scheduled for the upcoming year. Mr. Cooling noted the Assessor's Office has been working extensively on a mapping initiative and the implementation of new computer software system by Tyler.*

*Mr. Paulson reviewed the mapping division's major initiative of moving the mapping system onto a new platform. Additional efforts have been made to prepare for plan succession.*

**A motion was made by Member Pedersen, seconded by Member Durkin, that items 6.15 and 6.16 be approved. The motion carried unanimously.**

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

**Absent:** 1 - Member Hewitt

**6.16 [17-1124](#)**

\*

Committee action approving the recommended Fiscal Year 2018 budget for the Board of Review.

*(Agenda item was considered on Wednesday, October 25, 2017.)*

**A motion was made by Member Pedersen, seconded by Member Durkin, that items 6.15 and 6.16 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

**6.17 [17-1125](#)**

\*

Committee action approving the recommended Fiscal Year 2018 budget for the Treasurer.

*(Agenda item was considered on Wednesday, October 25, 2017.)*

*(Items 6.17 and 6.18 were taken together.)*

*Treasurer David Stolman, Anthony Cooling, Finance and Administrative Services, and Ryan Horne, Finance and Administrative Services, presented the proposed budget for the Treasurer and Tax Sale Automation. Mr. Cooling noted an increase of \$1,500,000 on interest earnings. Late revenue payments are expected to decline in 2018, suggesting a healthier economic market. Personnel expenses are expected to decline due to the elimination of a position via the Accelerated Retirement Option.*

*Treasurer Stolman reported on the productivity of the department while still reducing the department's budget.*

**A motion was made by Member Durkin, seconded by Member Bartels, that items 6.17 and 6.18 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

**6.18 [17-1126](#)**

\*

Committee action approving the recommended Fiscal Year 2018 budget for Tax Sale Automation.

*(Agenda item was considered on Wednesday, October 25, 2017.)*

**A motion was made by Member Durkin, seconded by Member Bartels, that items 6.17 and 6.18 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

**6.19 [17-1128](#)**

Committee action approving the recommended Fiscal Year 2018 budget for Information Technology.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

*Anthony Cooling, Finance and Administrative Services, Information Technology Director Chris Blanding and Lore Powell, Information Technology presented the Information Technology's proposed budget. Mr. Cooling reported that personnel costs have decreased significantly and the Department is down five full time employees. Mr. Blanding provided information on shifting to staff augmentation, to improve efficiencies. He also discussed future changes.*

**A motion was made by Member Carlson, seconded by Member Pedersen, that this committee action item be approved. Motion carried by voice vote.**



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

**6.20 [17-1129](#)**

Committee action approving the recommended Fiscal Year 2018 budget for Human Resources.

*(Agenda item was considered on Wednesday, October 25, 2017.)*

*(Items 6.20 through 6.24 were taken together.)*

*Human Resources Director, Rodney Marion, Chris Kopka, Human Resources, Anthony Cooling, Finance and Administrative Services, and Ryan Horne, Finance and Administrative Services, presented the proposed budgets for Human Resources, the Liability Fund, Health-Life-Dental, FICA, and IMRF.*

*Mr. Marion indicated the County has released a request for proposal for the implementation of a new payroll system and will be interviewing vendors this month. Discussion ensued regarding costs associated with IMRF.*

**A motion was made by Member Pedersen, seconded by Member Carlson, that items 6.20 through 6.24 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

**6.21 [17-1130](#)**

Committee action approving the recommended Fiscal Year 2018 budget for the Liability Fund.

*(Agenda item was considered on Wednesday, October 25, 2017.)*

**A motion was made by Member Pedersen, seconded by Member Carlson, that items 6.20 through 6.24 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

**6.22 [17-1131](#)**

Committee action approving the recommended Fiscal Year 2018 budget for Health-Life-Dental (HLD).

*(Agenda item was considered on Wednesday, October 25, 2017.)*

**A motion was made by Member Pedersen, seconded by Member Carlson, that items 6.20 through 6.24 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

**6.23 [17-1132](#)**

Committee action approving the recommended Fiscal Year 2018 budget for FICA.

*(Agenda item was considered on Wednesday, October 25, 2017.)*

**A motion was made by Member Pedersen, seconded by Member Carlson, that items 6.20 through 6.24 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

**6.24 [17-1133](#)**

Committee action approving the recommended Fiscal Year 2018 budget for IMRF.

*(Agenda item was considered on Wednesday, October 25, 2017.)*

**A motion was made by Member Pedersen, seconded by Member Carlson, that items 6.20 through 6.24 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

**6.25 [17-1134](#)**

Committee action approving the recommended Fiscal Year 2018 budget for Finance and Administrative Services.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

*Finance Director Gary Gordon reported on the Finance and Administrative Service's Budget and indicated that there is a budget increase due to the operating costs for three additional buildings Depke Expansion, the Evidence Processing Facility and the new Court Tower Expansion. The budget also includes a number of reductions prior to the addition of these costs, including a reduction in utility costs and reductions in capital equipment and building rentals. The largest change is the request for five additional custodians for the new Court Tower Expansion.*

*Discussion ensued regarding the request for five additional custodians.*

**A motion was made by Member Durkin, seconded by Member Pedersen, that this committee action item be approved. Motion carried by voice vote.**

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

**6.26 [17-1135](#)**

Committee action approving the recommended Fiscal Year 2018 budget for County Board.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

*Ben Gilbertson, Finance and Administrative Services, provided the budget highlights for the County Board's proposed budget. Taxes have increased compared to fiscal year 2017. Intergovernmental revenue is down due to the termination of fees associated with the Countryside Landfill. Transfers from Other Funds have increased by revising a fee for the Geographic Information System (GIS) fund approved by the Board in fiscal year 2017. Miscellaneous revenues and benefits have decreased. Capital expenditures consists of one staff laptop computer per the Information Technology replacement plan.*

**A motion was made by Member Durkin, seconded by Member Hewitt, that this committee action item be approved. Motion carried by voice vote.**

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

**6.27 [17-1136](#)**

Committee action approving the recommended Fiscal Year 2018 budget for Video Gaming.  
(Agenda item was considered on Tuesday, October 24, 2017.)

*Ben Gilbertson, Finance and Administrative Services, reported that 2017 was the first year grants were awarded using video gaming dollars and provided the amounts that were granted and listed the programs. 2018 expenses are being paid out of 2016 revenues, this was done because there is a two month delay in receiving funds from the State, and by rectifying the books two years prior, the true spending amounts for 2018 will be known. There is an increasing trend in revenue being received from the State. In terms of expenses there is an amount set aside for Community Development to administer the program. There will be over \$600,000 available for award in 2018. Discussion on the Video Gaming Revenue Policy ensued.*

**A motion was made by Member Hewitt, seconded by Member Taylor, that this committee action item be approved. Motion carried by voice vote.**

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

**6.28 [17-1137](#)**

Committee action approving the recommended Fiscal Year 2018 budget for the County Administrator.

(Agenda item was considered on Tuesday, October 24, 2017.)

*Ben Gilbertson, Finance and Administrative Services reported on the County Administrator's Office proposed budget. Two new assistant county administrators have been hired. He also recognized the Communications division for receiving three awards. Revenues are projected to increase due to cable fee revenue and there is a position reclassification.*

**A motion was made by Member Hewitt, seconded by Member Bartels, that this item**

**be approved. The motion carried unanimously.**

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

**6.29 [17-1138](#)**

Committee action approving the recommended Fiscal Year 2018 budget for the General Operating Expense.

*(Agenda item was considered on Wednesday, October 25, 2017.)*

*Finance and Administrative Services Director Gary Gordon presented the proposed budget for the General Operating Expense. He noted the seven positions in this fund is for the Sheriff's Office to run one of the correction pods. If the pod closes, the funding for these staff positions will remain in the General Fund.*

**A motion was made by Member Pedersen, seconded by Member Durkin, 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

**6.30 [17-1139](#)**

Committee action approving the recommended Fiscal Year 2018 budget for the Solid Waste Management Tax.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

**A motion was made by Member Carlson, seconded by Member Durkin, that this committee action item be approved. Motion carried by voice vote.**

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

**6.31 [17-1140](#)**

Committee action approving the recommended Fiscal Year 2018 budget for the Corporate Capital Improvement Program.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

*Finance Director Gary Gordon reviewed the items included in the capital improvement program. It is recommended that \$1,800,000 be set aside for the 911 consolidation. Funding for the in car video camera systems are currently not recommended as further review and analysis is required. He also listed the items under the Facility assessment project. Discussion ensued.*

**A motion was made by Member Hewitt, seconded by Member Durkin, that this committee action item be approved. Motion carried by voice vote.**

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

**6.32 [17-1141](#)**

Committee action approving the recommended Fiscal Year 2018 budget for Capital Projects - 2010A Bond, Road Construction Projects Fund.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

**A motion was made by Member Carlson, seconded by Member Pedersen, that items 6.32 through 6.35 be approved. Motion carried by voice vote.**

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

**6.33 [17-1142](#)**

Committee action approving the recommended Fiscal Year 2018 budget for Capital Projects - 2011A Tax Exempt General Operating Bonds, Road Construction.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

**A motion was made by Member Carlson, seconded by Member Pedersen, that items 6.32 through 6.35 be approved. Motion carried by voice vote.**

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

**6.34 [17-1143](#)**

Committee action approving the recommended Fiscal Year 2018 budget for Capital Projects - 2013 Bond, Road Construction Projects.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

**A motion was made by Member Carlson, seconded by Member Pedersen, that items 6.32 through 6.35 be approved. Motion carried by voice vote.**

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

**6.35 [17-1146](#)**

Committee action approving the recommended Fiscal Year 2018 budget for Capital Projects - 2015A Capital Projects Fund.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

**A motion was made by Member Carlson, seconded by Member Pedersen, that items 6.32 through 6.35 be approved. Motion carried by voice vote.**

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

**6.36 [17-1147](#)**

Committee action approving the recommended Fiscal Year 2018 budget for Capital Projects - Special Service Area Number 16 Capital Projects Fund.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

**A motion was made by Member Hewitt, seconded by Member Durkin, that this**

**committee action item be approved. Motion carried by voice vote.**

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

**6.37 [17-1148](#)**

Committee action approving the recommended Fiscal Year 2018 budget for the (2008) General Obligation Bonds Debt Service Fund.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

**A motion was made by Member Hewitt, seconded by Member Durkin, that this item be approved. The motion carried unanimously.**

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

**6.38 [17-1149](#)**

Committee action approving the recommended Fiscal Year 2018 for the (2010A) Taxable General Obligation Bonds Debt Service Fund.

*(Agenda item was considered on Tuesday, October 25, 2017.)*

**A motion was made by Member Hewitt, seconded by Member Taylor, that items 6.38 through 6.41 be approved. Motion carried by voice vote.**

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

**6.39 [17-1150](#)**

Committee action approving the recommended Fiscal Year 2018 budget for the (2011A) General Obligation Bonds Debt Service Fund.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

**A motion was made by Member Hewitt, seconded by Member Taylor, that items 6.38 through 6.41 be approved. Motion carried by voice vote.**

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

**6.40 [17-1151](#)**

Committee action approving the recommended Fiscal Year 2018 budget for the 2013 General Obligation Road Bonds Debt Service Fund.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

**A motion was made by Member Hewitt, seconded by Member Taylor, that items 6.38 through 6.41 be approved. Motion carried by voice vote.**

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

**6.41 [17-1152](#)**

Committee action approving the recommended Fiscal Year 2018 budget for the 2015A Debt Service Fund.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

**A motion was made by Member Hewitt, seconded by Member Taylor, that items 6.38 through 6.41 be approved. Motion carried by voice vote.**

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

**6.42 [17-1153](#)**

Committee action approving the recommended Fiscal Year 2018 budget for Special Service Area Number 10 (SSA # 10) - North Hills.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

**A motion was made by Member Bartels, seconded by Member Durkin, that items 6.42 through 6.47 be approved. Motion carried by voice vote.**

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

**6.43 [17-1154](#)**

Committee action approving the recommended Fiscal Year 2018 budget for Special Service Area Number 12 (SSA # 12) - Woods of Ivanhoe.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

**A motion was made by Member Bartels, seconded by Member Durkin, that items 6.42 through 6.47 be approved. Motion carried by voice vote.**

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

**6.44 [17-1155](#)**

Committee action approving the recommended Fiscal Year 2018 budget for Special Service Area Number 13 (SSA # 13) - Tax Exempt 2007A.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

**A motion was made by Member Bartels, seconded by Member Durkin, that items 6.42 through 6.47 be approved. Motion carried by voice vote.**

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

**6.45 [17-1156](#)**

Committee action approving the recommended Fiscal Year 2018 budget for Special Service Area Number 13 (SSA # 13) - Taxable 2007B.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

**A motion was made by Member Bartels, seconded by Member Durkin, that items 6.42 through 6.47 be approved. Motion carried by voice vote.**

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

6.46 [17-1157](#)

Committee action approving the recommended Fiscal Year 2018 budget for Special Service Area Number 16 (SSA # 16) - Lake Michigan Water.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

**A motion was made by Member Bartels, seconded by Member Durkin, that items 6.42 through 6.47 be approved. Motion carried by voice vote.**

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

6.47 [17-1158](#)

Committee action approving the recommended Fiscal Year 2018 budget for Special Service Area Number 17 (SSA # 17) - Ivanhoe Estates.

*(Agenda item was considered on Tuesday, October 24, 2017.)*

**A motion was made by Member Bartels, seconded by Member Durkin, that items 6.42 through 6.47 be approved. Motion carried by voice vote.**

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

6.48 [17-1159](#)

Committee action to determine the estimated 2017 tax levy necessary for the 2018 budget.

*(Agenda item was considered on Wednesday, October 25, 2017.)*

*Finance and Administrative Services Director Gary Gordon indicated that the proposed levy amounts could be found on pages 30 of the full budget book and page 116 of the budget briefing book provided to committee. He stated the comparison to previous years' levies could be found on page 48 of the budget book. This item is the levy estimation, as discussed for the past several days. Mr. Gordon stated that the total levy is estimated at \$161,702, 215 for the operating funds for the aggregate levy, exclusive of Special Service Areas and \$164,835,214 with Special Service Areas. Mr. Gordon explained that the increase is made up of two components, a Consumer Price Index (CPI) increase of \$3,304,172 and a new growth increase of \$1,007,916. This is a 2.1 percent increase due to CPI and the total aggregate levy is estimated to grow 2.74 percent if adopted as recommend which is below the requirement for other action.*

**A motion was made by Member Pedersen, seconded by Member Carlson, 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

**Absent:** 1 - Member Hewitt

7. **Members Remarks**

*(Remarks provided on Wednesday, October 25, 2017.)*

*Member Calabresa requested the Financial and Administrative Committee consider providing funding to the Underage Drinking and Drug Prevention Task Force, who recently lost its grant. The consensus of the Financial and Administrative Committee, is to hear this request at its November 8, 2017 meeting. County Administrator Barry Burton noted a super majority vote would be needed to fund this program, per the budget policy.*

**8. Adjournment**

*The meeting was adjourned at 11:42 a.m. on Wednesday, October 25, 2017.*

**A motion was made by Member Durkin, seconded by Member Carlson, that this item be adjourn. The motion carried unanimously.**

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

**Absent:** 1 - Member Hewitt

**Next Meeting: November 1, 2017**

*Meeting minutes prepared by Heidie Hernandez and Blanca Vela-Schneider.*

*Respectfully submitted,*

---

*Chair*

---

*Vice-Chair*

---

---

---

---

---

---

---

*Financial and Administrative Committee*