

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, October 21, 2015

8:30 AM

Joint Budget Meeting

Assembly Room, 10th Floor

Financial and Administrative Committee

1. Call to Order

Chair Paxton reconvened the meeting of the Financial and Administrative Committee at 8:30 a.m.

Vice Chair Sauer called the meeting of the Public Works and Transportation Committee to order at 8:35 a.m.

Present: 7 - Vice Chair Sauer, Member Durkin, Member Hewitt, Member Mathias, Member Pedersen, Member Taylor and Member Werfel

Absent: 2 - Chair Thomson-Carter and Member Maine

Chair Hewitt called the Revenue, Records and Legislation meeting to order at 11:00 a.m.

Present: 7 - Chair Hewitt, Vice Chair Mathias, Member Durkin, Member Nixon, Member Rummel, Member Werfel and Member Wilke

Present 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Others Present:

Yvette Albarran, Finance and Administrative Services

Chuck Bartels, County Board Member

Barry Burton, County Administrator

Carol Calabresa, County Board Member

Steve Carlson, County Board Member

Anthony Cooling, Finance and Administrative Services

Mary Lynn Ellis, Information Technology

Al Giertych, Division of Transportation

Ben Gilbertson, County Administrator's Office

Don Gloo, Finance and Administrative Services

Gary Gordon, Finance and Administrative Services

RuthAnne Hall, Finance and Administrative Services

Karla Hasty, Human Resources

Heidie Hernandez, County Board Office

Kevin Kerrigan, Division of Transportation

Sheryl Kinney, Division of Transportation

Chris Kopka, Risk

Adlil Issakoo, County Administrator's Office

Cynthia Pruiim Haran, Recorder of Deeds

Sandra Hart, County Board Member

Heidie Hernandez, County Board Office

Doretha Johnson, Division of Transportation

Aaron Lawlor, County Board Chairman

Donna Jo Maki, Executive Justice Council

Kimberly Mannette, Information Technology

Jim McCulloch, Treasurer's Office

Amy McEwan, Deputy County Administrator

Debra Nieto, County Clerk's Office
Marty Paulson, Chief County Assessor
Linda Pedersen, County Board Member
Phil Perna, Public Works
Raymond Rose, Sheriff's Office
Michael Schieve, Finance and Administrative Services
Howie Sell, Information Technology
Michele Slav, Finance and Administrative Services
David Stolman, Treasurer
Patrice Sutton, Finance and Administrative Services
Robert Szarzynski, Human Resources
Elizabeth Thiclen, Nicasa Behavioral Health Services
Paula Trigg, Division of Transportation
Nazer Uddin, Public Works
Jennie Vana, County Administrator's Office
Mary Ellen Vanderverter, Recorder of Deeds
Blanca Vela-Schneider, County Board Office
Joshn Wallace, Division of Transportation
Ryan Waller, County Administrator's Office
Farrah Watson, Finance and Administrative Services
Tom Weber, County Board Member
Kipp Wilson, County Clerk's Office
Carla Wyckoff, County Clerk

2. Pledge of Allegiance

Chair Paxton led the Pledge of Allegiance.

3. Public Comment

Chair Paxton noted the Financial and Administrative Committee will stay in session all day and will hear Financial and Administrative agenda items when time permits.

There were no comments from the public.

4. New Business

4.1 [15-1076](#)

Presentation and consideration of proposed FY 2016 Budget (see complete recommended budget attached).

Patrice Sutton of Finance and Administrative Services reported the departments worked diligently to provide a balanced budget. Finance and Administrative Services Director Gary Gordon reported Public Works is using a new work order system and Division of Transportation (DOT) is updating its software applications to be more efficient. There is an increase in the DOT head count of one full time position and one part time for snowplowing services.

Director of Finance and Administrative Services presented on overall trends effecting the departments on the agenda, such as improvements in the real estate market, decreases

in foreclosure sales, and a decrease in recordings. Mr. Gordon also added that 2016 is a presidential election year and is the reason for the recommended budget increase.

PUBLIC WORKS & TRANSPORTATION

4.2 [15-1105](#)

Joint committee action approving the recommended FY 2016 budget for Public Works.

Anthony Cooling of Finance and Administrative Services and Public Works Director Peter Kolb presented. Mr. Cooling reported a one percent increase in revenue and a one percent decrease in expenses for FY2016. There is an anticipated increase in revenues including user charges, water/sewer surcharge, connection fees, inspection fees and remediation fees. There are many decreases in contractual items.

Public Works Director Peter Kolb reported Public Works was able to rightsize its budget, partially due to reducing contingencies. If there is an unanticipated event that is greater than the budgeted contingency amount, staff will return to Committee to request an emergency appropriation. Although the department has expanded its services, the number of personnel has remained the same. Mr. Kolb identified upcoming projects in FY2016 including a pump upgrade for the Round Lakes area, the replacement of the Arden Shores water system, and booster pump stations and reservoir in Fox Lake Hills and Grandwood Park. On an annual basis, staff reviews approximately 10 percent of its infrastructure which helps identify areas where renovation and replacements will be needed. An anticipated sweep of \$3,000,000 is expected to Public Works' capital fund, which does not include the rate increase that was recently approved by the County Board. It was noted the sweep will stay in Public Works' capital fund because Public Works operates as an enterprise fund. Discussion ensued.

Public Works and Transportation Committee

A motion was made by Member Mathias, seconded by Member Werfel, that this item be approved. The motion carried by the following vote:

Aye: 7 - Vice Chair Sauer, Member Durkin, Member Hewitt, Member Mathias, Member Pedersen, Member Taylor and Member Werfel

Absent: 2 - Chair Thomson-Carter and Member Maine

A motion was made by Member Rummel, seconded by Member Carlson, that this committee action item be approved. Motion carried by the following vote:

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

4.3 [15-1106](#)

Joint committee action approving the recommended FY 2016 budget for the Division of Transportation.

Anthony Cooling of Finance and Administrative Services, Division of Transportation (DOT) Director Paula Trigg, Doretha Johnson and Al Giertych of DOT presented. Mr. Cooling indicated the DOT includes a new program request for one full time and one part time worker for a new snow plow route and or maintenance related needs. Items of note

include a reduction in fuel costs, increases in buildings and structures due to facility repairs and renovations, and a reduction in salaries due to the turnover of two positions.

Ms. Trigg reported the DOT's purpose is to provide safe, efficient, and well maintained County highways and bikeways to improve the general welfare of travelers and to foster the orderly economic development of the County. She provided updates on projects completed in FY2015 and identified new projects anticipated in FY2016. Federal funding helps accomplish many improvements. The DOT continues to utilize technology to improve residents' lives with the expansion of PASSAGE system, traffic alerts notifications via email, and the addition of smart phone applications. The department utilized performance measures to make data driven decision to improve efficiency, increase shared services, and modernize its current infrastructure. Ms. Trigg remarked on DOT's Communications director who has assisted in providing timely updates and user friendly letters. DOT will embark on an assessment audit to determine if there are any additional efficiencies that can be utilized to improve the department's performance. Discussion ensued.

Public Works and Transportation Committee

A motion was made by Member Pedersen, seconded by Member Taylor, that this item be approved. The motion carried by the following vote:

Aye: 7 - Vice Chair Sauer, Member Durkin, Member Hewitt, Member Mathias, Member Pedersen, Member Taylor and Member Werfel

Absent: 2 - Chair Thomson-Carter and Member Maine

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

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

4.4 [15-1107](#)

Joint committee action approving the recommended FY 2016 budget for the County Bridge Tax.

Anthony Cooling of Finance and Administrative Services reported the presented budget is fairly flat.

Public Works and Transportation Committee

A motion was made by Member Werfel, seconded by Member Mathias, that this item be approved. The motion carried by the following vote:

Aye: 7 - Vice Chair Sauer, Member Durkin, Member Hewitt, Member Mathias, Member Pedersen, Member Taylor and Member Werfel

Absent: 2 - Chair Thomson-Carter and Member Maine

A motion was made by Member Mandel, seconded by Member Rummel, that this committee action item be approved. Motion carried by the following vote:

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

4.5 [15-1108](#)

Joint committee action approving the recommended FY 2016 budget for Matching Tax.

Anthony Cooling of Finance and Administrative Services presented an overview of the proposed budget.

Public Works and Transportation Committee

A motion was made by Member Durkin, seconded by Member Mathias, that this item be approved. The motion carried by the following vote:

Aye: 7 - Vice Chair Sauer, Member Durkin, Member Hewitt, Member Mathias, Member Pedersen, Member Taylor and Member Werfel

Absent: 2 - Chair Thomson-Carter and Member Maine

A motion was made by Member Hewitt, seconded by Member Mandel, that this committee action item be approved. Motion carried by the following vote:

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

4.6 [15-1109](#)

Joint committee action approving the recommended FY 2016 budget for the County Motor Fuel Tax.

Anthony Cooling of Finance and Administrative Services presented an overview of the budget and reported revenue is expected to be relatively flat, but at this time, it is unknown if and when funds will be received from the State.

Public Works and Transportation Committee

A motion was made by Member Pedersen, seconded by Member Mathias, that this item be approved. The motion carried by the following vote:

Aye: 7 - Vice Chair Sauer, Member Durkin, Member Hewitt, Member Mathias, Member Pedersen, Member Taylor and Member Werfel

Absent: 2 - Chair Thomson-Carter and Member Maine

A motion was made by Member Carlson, seconded by Member Rummel, that this committee action item be approved. Motion carried by the following vote:

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

4.7 [15-1110](#)

Joint committee action approving the recommended FY 2016 budget for the Sales Tax for Transportation and Public Safety (1/4% Sales Tax).

Anthony Cooling of Finance and Administrative Services reported revenue is anticipated to increase by two percent.

Public Works and Transportation Committee

A motion was made by Member Durkin, seconded by Member Werfel, that this item be approved. The motion carried by the following vote:

Aye: 7 - Vice Chair Sauer, Member Durkin, Member Hewitt, Member Mathias, Member Pedersen, Member Taylor and Member Werfel

Absent: 2 - Chair Thomson-Carter and Member Maine

A motion was made by Member Carlson, seconded by Member Rummel, that this committee action item be approved. Motion carried by the following vote:

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

Public Works and Transportation Committee adjourned at 9:18 a.m. The Financial and Administrative Committee remained in session.

REVENUE, RECORDS & LEGISLATION

4.8 [15-1111](#)

Joint committee action approving the recommended FY 2016 budget for the County Clerk.

Anthony Cooling of Finance and Administrative Services, and County Clerk, Carla Wyckoff, presented. Mr. Cooling reviewed the County Clerk's budget highlights and added that it is difficult to compare year to year due to the cost variability. presidential and midterm elections make cost variable. New state mandates that impacted the budget include election day registration, universal early voting sites, and increased early voting hours. He noted there will be no State reimbursements for election judges. An analysis was performed which determined that the costs to run a presidential election is approximately \$800,000. Mr. Cooling also notified the committees that marriage, birth and death certificate revenues have increased to reflect the increased fee amount which was passed by the County Board in March 2015.

Clerk Wyckoff reported on the increases related to presidential elections, title searches, and the increases in fees.

Discussion ensued regarding the reimbursement and payment for the election judges.

Revenue, Records and Legislation Committee

A motion was made by Member Werfel, seconded by Member Nixon, that this item be approved. The motion carried by the following vote:

Aye: 7 - Chair Hewitt, Vice Chair Mathias, Member Durkin, Member Nixon, Member Rummel, Member Werfel and Member Wilke

A motion was made by Member Rummel, seconded by Member Sauer, that this committee action item be approved. Motion carried by the following vote:

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

4.9 [15-1112](#)

Joint committee action approving the recommended FY 2016 budget for Vital Records Automation.

Revenue, Records and Legislation Committee

A motion was made by Member Nixon, seconded by Member Wilke, that this item be approved. The motion carried by the following vote:

Aye: 7 - Chair Hewitt, Vice Chair Mathias, Member Durkin, Member Nixon, Member Rummel, Member Werfel and Member Wilke

A motion was made by Member Rummel, seconded by Member Sauer, that this committee action item be approved. Motion carried by the following vote:

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

4.10 [15-1113](#)

Joint committee action approving the recommended FY 2016 budget for the Recorder of Deeds.

Anthony Cooling of Finance and Administrative Services, provided the budget highlights, three vacant full time positions and one part time position have been eliminated.

Some discussion occurred regarding the full time vacant positions and it was reported that the positions remained vacant because there was no need to fill them.

Revenue, Records and Legislation Committee

A motion was made by Member Nixon, seconded by Member Wilke, that this item be approved. The motion carried by the following vote:

Aye: 7 - Chair Hewitt, Vice Chair Mathias, Member Durkin, Member Nixon, Member Rummel, Member Werfel and Member Wilke

A motion was made by Member Mandel, seconded by Member Carlson, that this committee action item be approved. Motion carried by the following vote:

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

4.11 [15-1114](#)

Joint committee action approving the recommended FY 2016 budget for the Recorder Automation Fee.

Anthony Cooling of Finance and Administrative Services reviewed the budget highlights for both the Recorder Automation and GIS Automation funds. The Recorder Automation's historical downturn in the recorded documents caused a reduction in the Recorder Automation fund. The use of interns has allowed the office to reduce the headcount by one part time position. GIS Automation budget reflects a drop in the number of recorded documents adding that the fee is a flat rate of six dollars per recording document. This is a statutorily authorized fee and will be recorded in a separate fund.

Revenue, Records and Legislation Committee

A motion was made by Member Werfel, seconded by Member Nixon, that items 15-1114 and 15-1115 be approved. The motion carried by the following vote:

Aye: 7 - Chair Hewitt, Vice Chair Mathias, Member Durkin, Member Nixon, Member Rummel, Member Werfel and Member Wilke

A motion was made by Member Sauer, seconded by Member Mandel, that items 15-1114 and 15-1115 be approved. The motion carried by the following vote:

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

4.12 [15-1115](#)

Joint committee action approving the recommended FY 2016 budget for the GIS Automation Fee.

Revenue, Records and Legislation Committee

A motion was made by Member Werfel, seconded by Member Nixon, that items 15-1114 and 15-1115 be approved. The motion carried by the following vote:

Aye: 7 - Chair Hewitt, Vice Chair Mathias, Member Durkin, Member Nixon, Member Rummel, Member Werfel and Member Wilke

A motion was made by Member Sauer, seconded by Member Mandel, that items 15-1114 and 15-1115 be approved. The motion carried by the following vote:

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

4.13 [15-1116](#)

Joint committee action approving the recommended FY 2016 budget for the Chief County Assessment Office.

Anthony Cooling of Finance and Administrative Services reported on the budget highlights. There has been a reorganization which resulted in the transfer of six full time GIS technicians from the Information Technology Department to the Chief County Assessment Office. Five full time employees who support the Board of Review appeals have been separately reported in the Board of Review budget, and two part time positions were combined to create one full time position. As a result of the reorganization, there are two more full time positions and two less part time positions. There is a \$150,000 reduction in publications due to the fact that this is not a general assessment year, and there is a new program request for monument documentation which has been recommended for funding.

Chief County Assessor Marty Paulson gave a brief explanation of the reductions, program request, and reorganization which recently occurred.

Discussion ensued regarding the reduction of publications, staffing levels, and the need for the GIS monuments.

Revenue, Records, and Legislation Committee

A motion was made by Member Durkin, seconded by Member Wilke, that this item be approved. The motion carried by the following vote:

Aye: 7 - Chair Hewitt, Vice Chair Mathias, Member Durkin, Member Nixon, Member Rummel, Member Werfel and Member Wilke

A motion was made by Member Carlson, seconded by Member Rummel, that this committee action item be approved. Motion carried by the following vote:

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

4.14 [15-1117](#)

Joint committee action approving the recommended FY 2016 budget for the Board of Review.

Anthony Cooling of Finance and Administrative Services reviewed the budget highlights. As previously addressed, the Board of Review was removed from the Chief County Assessment Office budget in fiscal year 2015. A new fund was created for the Board of Review's five full time employees.

Chief County Assessor Marty Paulson noted per diem fees have been reduced by \$150,000 to \$ \$75,000 for FY2016.

Revenue, Records and Legislation Committee

A motion was made by Member Nixon, seconded by Member Werfel, that this item be approved. The motion carried by the following vote:

Aye: 7 - Chair Hewitt, Vice Chair Mathias, Member Durkin, Member Nixon, Member Rummel, Member Werfel and Member Wilke

A motion was made by Member Rummel, seconded by Member Mandel, that this committee action item be approved. Motion carried by the following vote:

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

4.15 [15-1118](#)

Joint committee action approving the recommended FY 2016 budget for the Treasurer.

Anthony Cooling of Finance and Administrative Services presented the Treasurer's Office budget highlights. The tax system purchased in 2014 is on schedule for implementation in 2017. Interest revenue has increased due to an expected rise in the interest rate by the federal reserve and investment portfolio changes.

Revenue, Records and Legislation Committee

A motion was made by Member Werfel, seconded by Member Wilke, that this item be approved. The motion carried by the following vote:

Aye: 7 - Chair Hewitt, Vice Chair Mathias, Member Durkin, Member Nixon, Member Rummel, Member Werfel and Member Wilke

A motion was made by Member Rummel, seconded by Member Mandel, that this committee action item be approved. Motion carried by the following vote:

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

4.16 [15-1119](#)

Joint committee action approving the recommended FY 2016 budget for Tax Sale Automation.

County Treasurer David Stolman invited the committee members to attend the Automation Tax sale.

Discussion ensued in regards to the location and process of the Tax Sale Automation.

Revenue, Records and Legislation Committee

A motion was made by Member Nixon, seconded by Member Durkin, that this item be approved. The motion carried by the following vote:

Aye: 7 - Chair Hewitt, Vice Chair Mathias, Member Durkin, Member Nixon, Member Rummel, Member Werfel and Member Wilke

A motion was made by Member Sauer, seconded by Member Carlson, that this committee action item be approved. Motion carried by the following vote:

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

Revenue, Records and Legislation Committee adjourned at 11:57 a.m. The Financial and Administrative Committee remained in session.

FINANCIAL & ADMINISTRATIVE

4.17 [15-1120](#)

Committee action approving the recommended FY 2016 budget for Information Technology.

(Agenda item considered Wednesday, October 21, 2015.)

Anthony Cooling of Finance and Administrative Services, Lori Nordstrom and Mary Lynn Ellis of Information Technology (IT), and Deputy County Administrator Amy McEwan presented. Six full time cadastral GIS technicians were transferred to the Chief County Assessment Office in FY2015, resulting in a loss of revenue in map sales. Three GIS analysts remain in the department. Expenses are anticipated to increase for the GIS data development account due to more detailed aerial photography. A new program request has been recommended for Oracle Support and \$100,000 has also been set aside for a vulnerability study. Ms. Nordstrom remarked an initial vulnerability assessment was conducted in FY2015. Next year, IT will address some of the vulnerabilities identified in the assessment. Capacity modeling is being reviewed to

determine what services are being provided by IT and what the costs are to deliver those services.

A motion was made by Member Sauer, seconded by Member Carlson, that this item be approved. The motion carried by the following vote:

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

4.18 [15-1121](#)

Committee action approving the recommended FY 2016 budget for Human Resources.
(Agenda item considered Wednesday, October 21, 2015.)

Patrice Sutton of Finance and Administrative Services, Chris Kopka and Robert Szaryznski of Human Resources, and Human Resources Director Rodney Marion presented. Personnel expenses will increase three percent due to merit increases and compensation adjustments resulting from the recent compensation study. Employee relations monies have been distributed to each department and are no longer in Human Resources' funds. The budget includes \$9,835 for the replacement of one desktop and seven laptops computers and their accessories. A new program request in the amount of \$10,000 for payroll consulting has been submitted by Human Resources.

Mr. Marion reported Human Resources has been focusing its attention on compensation, employee recognition, and health insurance rates. Several recommendations of the County's compensation program have been implemented including a variable pay for performance merit increase. Staff has been developing a new performance evaluation system which will begin in FY2016. Mr. Marion discussed health insurance challenges facing the County and the County's transition away from preferred provider organization (PPO) insurance as well as Risk Management's efforts in closing out liability and workers' compensation claims. Discussion ensued.

A motion was made by Member Hewitt, seconded by Member Taylor, that this item be approved. The motion carried by the following vote:

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

4.19 [15-1122](#)

Committee action approving the recommended FY 2016 budget for the Liability Fund.
(Agenda item considered Wednesday, October 21, 2015.)

Patrice Sutton of Finance and Administrative Service reported that revenue has remained relatively flat. Workman compensation liability revenue has increased. Ms. Sutton noted pre employment psychological evaluations has been moved from the Sheriff's Merit Commission budget to Employee Physicals account into the Risk budget. Three laptops are up for replacement. Discussion ensued.

Lake County Board Chairman Aaron Lawlor reported civil liability claims are inaccurately represented and could be misleading. The performance measure should either be

removed or accurately clarified. Discussion ensued.

A motion was made by Member Taylor, seconded by Member Rummel, that this item be approved. The motion carried by the following vote:

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

4.20 [15-1123](#)

Committee action approving the recommended FY 2016 budget for Health-Life-Dental (HLD).

(Agenda item considered Wednesday, October 21, 2015.)

Patrice Sutton of Finance and Administrative Services reported this year's budget has been modified to reflect health plan increases to actual prior year costs, resulting in a change of budgeting practice. The budget also identifies the health savings account funding for employees with the Consumer Driven Health Plans. A new program request in the amount of \$60,000 has been submitted for an audit of Blue Cross Blue Shield of Illinois.

A motion was made by Member Rummel, seconded by Member Mandel, that this item be approved. The motion carried by the following vote:

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

4.21 [15-1124](#)

Committee action approving the recommended FY 2016 budget for FICA.

(Agenda item considered Tuesday, October 20, 2015.)

Items 15-1124 and 15-1125 were discussed simultaneously.

Patrice Sutton of Finance and Administrative Services presented. FICA and IMRF are funded via a dedicated property tax levy. She noted the rate for the Sheriff's Law Enforcement Personnel increased to 26.31 percent from 25.86 percent.

A motion was made by Member Rummel, seconded by Member Carlson, that items 15-1124 and 15-1125 be approved. Motion carried by the following vote:

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

4.22 [15-1125](#)

Committee action approving the recommended FY 2016 budget for IMRF.

(Agenda item considered Tuesday, October 20, 2015.)

A motion was made by Member Rummel, seconded by Member Carlson, that items 15-1124 and 15-1125 be approved. Motion carried by the following vote:

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

4.23 [15-1126](#)

Committee action approving the recommended FY 2016 budget for Finance and Administrative Services.

(Agenda item considered Wednesday, October 21, 2015.)

Farrah Watson of Finance and Administrative Services reported revenue is slightly down due to a decrease in parking garage fees. Expenses have decreased overall by four percent. Salaries and Wages and Benefits have decreased due to the elimination of the full time grants manager position, the full time receptionist being moved to the County Administrator's budget, and the replacement of vacant positions with employees beginning at lower salaries. There is an increase in Building, Grounds and Maintenance Supplies, but it is offset by a decrease in Operational Supplies. A new program request in the amount of \$20,000 has been submitted for spend analysis services to provide more detail of the County's expenditures which will better guide management decisions and procurement changes. A replacement of 11 desktops, six laptops and one printer is being requested.

Finance and Administrative Services Director Gary Gordon reported an internal analysis indicated the grant manager position was not bringing in additional funding. A decision was made to eliminate the position. Additionally, upon the vacancy of the full time receptionist position which was jointly shared with the County Administrator's Office, a decision was made to split the position into two part time positions and to move supervision of the position over to the County Administrator's Office. Finance and Administrative Services is seeking a new program request to analyze the County spending habits which will help determine whether there are opportunities for the County to improve its buying power. Discussion ensued.

A motion was made by Member Sauer, seconded by Member Taylor, that this item be approved. The motion carried by the following vote:

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

4.24 [15-1127](#)

Committee action approving the recommended FY 2016 budget for the County Board.

(Agenda item considered Wednesday, October 21, 2015.)

Farrah Watson of Finance and Administrative Services reported six desktops are slated to be replaced. A 2.5 percent increase is budgeted for non Board Members. Video gaming revenue now has its own management center for ease in tracking.

A motion was made by Member Hewitt, seconded by Member Carlson, that this item be approved. The motion carried by the following vote:

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

4.24 ****County Board New Program Requests**

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(Agenda item considered Wednesday, October 21, 2015.)

County Board New Program Requests and item 15-1128 were discussed simultaneously.

County Administrator Barry Burton reported new Program Requests by County Board Members have not been funded. A determination of the funding source will be needed for any approved Lake County Board Member Program Request.

Mr. Burton indicated total video gaming revenue received by the County is \$412,301.93. Additional video gaming revenue is due to the County but the State has not indicated if and when funds will be released. An official policy on the use of video gaming revenue has not been determined, but a general consensus was to use the revenue for one time program requests.

****Crisis Intervention Training****

Lake County Board Member Carol Calabresa, Undersheriff Ray Rose, Sergeant Curtis Gregory, and Bruce Johnson of NICASA presented. A new program request is being sought to train officers on recognizing people in crisis and directing them toward assistance as an alternative to criminal prosecution. While Crisis Intervention Training (CIT) is offered, it is only offered four times a year, space is limited, and it can be cost prohibitive due to the costs of the program, travel and lodging. There is a need to offer this training locally and to have the College of Lake County serve as the training center. Mr. Johnson indicated it makes sense to have the College of Lake County and their faculty to help deliver these services locally and more frequently. Officers who have already gone through the training can be certified as instructors and can also provide training. There has been great interest by Lake County Chiefs to receive this training and the goal is for the program be self sustainable. Discussion ensued.

****Coalition to Reduce Recidivism****

Lake County Board Member Audrey Nixon presented a new program request to help fund the Coalition to Reduce Recidivism. The Coalition was created in 2002 by Waukegan Township Supervisor Patricia Jones. Since inception the Coalition in conjunction with the "Reclaim, Reconnect, Reenter" program saw a total of 1,715 clients of which 1,272 have gained employment. The coalition has a network of 30 confirmed employers that hire repatriates. Lake County Board Member Nixon highlighted efforts by the coalition. A new program request in the one time amount of \$10,000 is being sought to continue the efforts of the coalition.

****Gambling Intervention Services****

Lake County Board Member Linda Pedersen presented a new program request in the amount of \$40,000 for NICASA to provide gambling related services. She requested the program be funded with video gaming revenue. There are currently 53 video gambling establishments in unincorporated Lake County and an additional 237 establishments in incorporated areas in Lake County. Bruce Johnson and Elizabeth Thielen reported on

the consequences of gambling addiction including suicide, debt, and the deterioration of personal relationships. Discussion ensued whether this initiative should come back annually for consideration.

Discussion continued regarding the need for a formal policy on how video gaming revenue should be utilized.

A motion was made by Member Sauer, seconded by Member Rummel, to approve a one time request in the amount of \$40,000 for gambling intervention services to be funded out of video gaming revenue. The motion carried by the following vote:

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

A motion was made by Member Carlson, seconded by Member Hewitt, to approve a one time request in the amount of \$35,000 for Crisis Intervention Training and \$10,000 for the Coalition to Reduce Recidivism and for funding to come from video gaming revenue. The motion carried by the following roll call vote:

Aye: 6 Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Sauer

Nay: 1 Member Rummel

4.25 [15-1128](#)

Committee action approving the recommended FY 2016 budget for Video Gaming.

(Agenda item considered Wednesday, October 21, 2015.)

A motion was made by Member Hewitt, seconded by Member Carlson, that this item be approved. The motion carried by the following vote:

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

4.26 [15-1129](#)

Committee action approving the recommended FY 2016 budget for the County Administrator.

(Agenda item considered Wednesday, October 21, 2015.)

Farrah Watson of Finance and Administrative Services reported personnel has increased due to the addition of the two part time receptionist positions that were moved from Finance and Administrative Services. Revenue has increased by 10 percent. Four desktop computers and one vehicle are up for replacement in Emergency Management Assistance.

County Administrator Barry Burton reported on several initiatives his department has made this year including the rotation of the fellow position which allows utilization of the employee by several departments, improvements to the County's website, and the restructuring of the Emergency Management Assistance department. Deputy County

Administrator Amy McEwan reported on the sustainability coordinator's efforts in FY2015. Chair Paxton noted the sustainability coordinator's position was to bring in grant funding which would offset the costs of the position. Grant money has not been secured in FY2015 for sustainability efforts. Lake County Board Chairman Aaron Lawlor noted the difficulty of securing funding within a year of the position being procured and suggested the County Board allow two full years to review the data. Discussion ensued.

A motion was made by Member Rummel, seconded by Member Sauer, that this item be approved.

Chair Paxton moved to amend the agenda item to eliminate the sustainability coordinator position. Motion died due to a lack of a second.

A motion was made by Member Rummel, seconded by Member Sauer, that this committee action item be approved. Motion carried by the following vote:

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

4.27 15-1130

Committee action approving the recommended FY 2016 budget for the General Operating Expense.

(Agenda item considered Wednesday, October 21, 2015.)

Patrice Sutton of Finance and Administrative Services reported revenue from Other Bodies has been eliminated as Winchester House is now privately managed. She noted proficiency and capability increases are reflected in the General Operating Expense (GOE) budget due to the inability to identify who will actually earn them during the year.

County Administrator Barry Burton reported \$250,000 for body cameras for sheriff officers has been placed in the GOE while working out how the program will be implemented and managed. Discussion ensued.

Finance and Administrative Services Director Gary Gordon reported the legislated increase for juror fees is included in the GOE budget. If there is a state legislative change that rescinds the additional funding, the monies will stay in this fund.

Mr. Burton reported on the likelihood that the State will significantly cut funding for Counties. Staff has been analyzing the County's long term needs. The Consumer Price Index (CPI) has been included in the budget to fund long term projects. Substantial discussion ensued as to whether the CPI should remain in the budget.

A motion was made by Member Rummel, seconded by Member Sauer, that this item be approved.

A motion was made by Member Sauer, seconded by Member Mandel, to amend the budget in the GOE to remove the CPI.

Aye: 5 Vice Chair Taylor, Member Hewitt, Member Mandel, Member Rummel, Member

Sauer

Nay: 2 Chair Paxton, Member Carlson

A motion was made by Member Mandel, seconded by Member Rummel, to amend the budget in the GOE to remove \$86,000 from line A85055 to be placed in the State's Attorney's Office to fund an extra position.

Aye: 6 Chair Paxton, Vice Chair Taylor, Member Hewitt, Member Mandel, Member Rummel, Member Sauer

Nay: 1 Member Carlson

A motion was made by Member Rummel, seconded by Member Sauer, that this item be approved as amended. The motion carried by the following vote:

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

4.28 15-1131

Committee action approving the recommended FY 2016 budget for the Solid Waste Management Tax.

(Agenda item considered on Tuesday, October 20, 2015).

A motion was made by Member Sauer, seconded by Member Mandel, that this committee action item be approved. Motion carried by the following vote:

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

4.29 15-1132

Committee action approving the recommended FY 2016 budget for the Corporate Capital Improvement Program.

(Agenda item considered Wednesday, October 21, 2015.)

Finance and Administrative Services Director Gary Gordon reported that funding for capital projects is from previous sweeps. He noted the State's Attorney's Office was approved for additional funding as part of its budget, which reduces the amount of funds in the sweep. Mr. Gordon reviewed anticipated projects including \$3,010,000 for Facility Assessment projects, \$350,000 for Belvidere Medical Renovations, \$100,000 for Sheriff's Administration remodel, and \$500,000 for surveillance cameras in the County jail. Staff is not recommending programming for all the monies in the fund to allow for the rebuilding of resources for future funding of long term capital programs. Lake County Board Member Hart inquired whether funding will be set aside for court case management. County Administrator Burton reported funding is not recommended at this time because a coordinated effort is needed to identify the criteria in the request for proposal. Discussion ensued.

A motion was made by Member Hewitt, seconded by Member Taylor, that this item be approved. The motion carried by the following vote:

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

4.29 ****Capital Projects**

.1

(Agenda item considered Tuesday, October 20, 2015.)

Patrice Sutton of Finance and Administrative Services indicated capital improvement project funds are emergency appropriated at time of bond issuance. Monies are carried over annually until all funds have been spent.

A motion was made by Member Carlson, seconded by Member Rummel, that the 2010A Bond Road Construction Projects, the 2011A Tax Exempt GO Bonds Road construction, the 2013 Bond Road Construction Projects, and the 2015A Capital Projects Funds be approved. Motion carried by the following vote:

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

4.29 ****Special Service Area # 16**

.2

(Agenda item considered Tuesday, October 20, 2015.)

A motion was made by Member Mandel, seconded by Member Sauer, that the corporate capital improvement program for Special Service Area #16 be approved. Motion carried by the following vote:

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

4.30 **15-1133**

Committee action approving the recommended FY 2016 budget for the General Obligation Bonds (2008) Debt Service Fund.

(Agenda item considered on Tuesday, October 20, 2015).

A motion was made by Member Sauer, seconded by Member Hewitt, that committee action items for 15-1133, 15-1134, 15-1135, 15-1136, and 15-1137 and the 2005 General Obligation Refunding Bonds be approved. Motion carried by the following vote:

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

4.31 **15-1134**

Committee action approving the recommended FY 2016 budget for the Taxable General Obligation Bonds (2010A) Debt Service Fund.

(Agenda item considered on Tuesday, October 20, 2015).

A motion was made by Member Sauer, seconded by Member Hewitt, that committee action items for 15-1133, 15-1134, 15-1135, 15-1136, and 15-1137 and the 2005 General Obligation Refunding Bonds be approved. Motion carried by the following vote:

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

4.32 [15-1135](#)

Committee action approving the recommended FY 2016 budget for the General Obligation Bonds (2011A) Debt Service Fund.

(Agenda item considered on Tuesday, October 20, 2015).

A motion was made by Member Sauer, seconded by Member Hewitt, that committee action items for 15-1133, 15-1134, 15-1135, 15-1136, and 15-1137 and the 2005 General Obligation Refunding Bonds be approved. Motion carried by the following vote:

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

4.33 [15-1136](#)

Committee action approving the recommended FY 2016 budget for the General Obligation Road Bonds (2013) Debt Service Fund.

(Agenda item considered on Tuesday, October 20, 2015).

A motion was made by Member Sauer, seconded by Member Hewitt, that committee action items for 15-1133, 15-1134, 15-1135, 15-1136, and 15-1137 and the 2005 General Obligation Refunding Bonds be approved. Motion carried by the following vote:

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

4.34 [15-1137](#)

Committee action approving the recommended FY 2016 budget for the General Obligation Bonds (2015A) Debt Service Fund.

(Agenda item considered on Tuesday, October 20, 2015).

A motion was made by Member Sauer, seconded by Member Hewitt, that committee action items for 15-1133, 15-1134, 15-1135, 15-1136, and 15-1137 and the 2005 General Obligation Refunding Bonds be approved. Motion carried by the following vote:

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

4.34 **General Obligation Bonds (2005) Debt Service Fund

.1

(Agenda item considered on Tuesday, October 20, 2015).

Patrice Sutton of Finance and Administrative Services indicated the debt service for General Obligation Refunding Bonds (2005) has been paid. A budget of \$3,500 is needed for the last arbitrage calculation.

A motion was made by Member Sauer, seconded by Member Hewitt, that

committee action items for 15-1133, 15-1134, 15-1135, 15-1136, and 15-1137 and the 2005 General Obligation Refunding Bonds be approved. Motion carried by the following vote:

4.35 [15-1138](#)

Committee action approving the recommended FY 2016 budget for the Special Service Area Number 16 (SSA #16) Debt Service Fund.

(Agenda item considered on Tuesday, October 20, 2015).

Patrice Sutton of Finance and Administrative Services presented. Special Service Areas 10, 13, and 16 are debt service related. Special Service Area 12 was established to fund the maintenance of private streets in the Woods of Ivanhoe.

A motion was made by Member Carlson, seconded by Member Rummel, that committee action items 15-1138, 15-1139, 15-1140, 15-1141, and 15-1142 be approved. Motion carried by the following vote:

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

4.36 [15-1139](#)

Committee action approving the recommended FY 2016 budget for Special Service Area Number 10 (SSA #10), North Hills.

(Agenda item considered on Tuesday, October 20, 2015).

A motion was made by Member Carlson, seconded by Member Rummel, that committee action items 15-1138, 15-1139, 15-1140, 15-1141, and 15-1142 be approved. Motion carried by the following vote:

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

4.37 [15-1140](#)

Committee action approving the recommended FY 2016 budget for Special Service Area Number 12 (SSA #12), The Woods of Ivanhoe.

(Agenda item considered on Tuesday, October 20, 2015).

A motion was made by Member Carlson, seconded by Member Rummel, that committee action items 15-1138, 15-1139, 15-1140, 15-1141, and 15-1142 be approved. Motion carried by the following vote:

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

4.38 [15-1141](#)

Committee action approving the recommended FY 2016 budget for Special Service Area Number 13 (SSA #13), taxable and tax-exempt, Spencer Highlands.

(Agenda item considered on Tuesday, October 20, 2015).

A motion was made by Member Carlson, seconded by Member Rummel, that committee action items 15-1138, 15-1139, 15-1140, 15-1141, and 15-1142 be

approved. Motion carried by the following vote:

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

4.39 15-1142

Committee action approving the recommended FY 2016 budget for Special Service Area Number 16 (SSA #16), Lake Michigan Water Project.

(Agenda item considered on Tuesday, October 20, 2015).

A motion was made by Member Carlson, seconded by Member Rummel, that committee action items 15-1138, 15-1139, 15-1140, 15-1141, and 15-1142 be approved. Motion carried by the following vote:

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

5. Adjournment

Finance and Administrative Services Committee was adjourned at 3:11 p.m. on Wednesday, January 21, 2015.

A motion was made by Member Mandel, seconded by Member Sauer, that this item be adjourn. The motion carried by the following vote:

Aye: 6 - Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Not Present: 1 - Chair Paxton

Minutes prepared by Blanca Vela-Schneider and Heidie Hernandez.

Respectfully submitted,

Chairman

Vice-Chairman

Financial and Administrative Committee