

Lake County Illinois

Meeting held by Video Conference
Physical Location:
18 N County Street (10th Floor), Waukegan, IL 60085



Meeting Minutes - Draft

Thursday, October 28, 2021

8:30 AM

JOINT BUDGET HEARINGS (DAY 3)

Meeting held by video conference. The public can register to attend remotely at <https://bit.ly/3FZGwF1>

Financial & Administrative Committee

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the Gubernatorial Disaster Proclamation, and the Written Determination of the Lake County Board Chair, this meeting will be held by audio and video conference.

PUBLIC ATTENDANCE: There are two options for the public to attend the meeting: (1) in-person attendance on the 10th Floor of the County Administrative Tower, 18 N. County Street, Waukegan, Illinois, or (2) remote / virtual attendance through registration at the link on the front page of this agenda.

RECORDING: Meetings, including Public Comment, will be recorded.

PUBLIC COMMENT: The public will be afforded time to comment on matters related to the business of the County Board. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per Comment. In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. Individuals attending in-person or remotely may present their Public Comment during the meeting. Individuals not in attendance may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to PublicComment@Lakecountyil.gov or delivered to the County Board Office 18 N. County Street, Waukegan, Illinois (10th floor)).

Public Comment will proceed in the following order: (1) Public Comment by individuals who are attending remotely / virtually, (2) Public Comment by individuals in attendance on the 10th Floor, and then (3) written comments.

Individuals providing Public Comment will provide the following information:

- * Meeting: F&A Joint Budget Hearings (Subject line for written Public Comment)
- * Name (REQUIRED)
- * Topic or Agenda Item # (REQUIRED)
- * Street Address, City, State (Optional)
- * Phone Number (Optional)
- * Organization/Agency/etc. Represented (If representing yourself, put "Self")

***To view County Board Rules, click here: <https://bit.ly/3idRdrV> ***

0. [21-1171](#)

Chair's determination of need to meet by audio or video conference.

Attachments: [Determination - Chair Hart 7.30.21\[379\]](#)

1. **Call to Order**

Chair Frank called the meeting to order at 8:30 a.m.

2. **Pledge of Allegiance**

Chair Frank led the Pledge of Allegiance.

3. **Roll Call of Members**

Present 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

** In Person Attendance: Chair Frank*

** Electronic Attendance: Member Clark, Member Danforth, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke*

Others Present:

Adam Krueger, Finance and Administrative Services

Alex Carr, Communications

Andrew Bookman, State's Attorney's Office

Angelo Kyle, Board Member

Ann Maine, Board Member

Anthony Vega, Sheriff's Office

Arnold Donato, Stormwater Management

Ashley Rack, Sheriff's Office

Assembly Room (Abby Scalf)

Bernard Malkov, Sheriff's Office

Bill Durkin, Board Member

Carissa Casbon, Board Member

Carl Kirar, Facilities

Cassandra Hiller, County Administrator's Office

Catherine Sbarra, Board Member

Chris Blanding, Enterprise Information Technology

Chris Covelli, Sheriff's Office

Claudia Gilhooley, 19th Judicial Circuit Court

Cynthia Pruim Haran, Recorder of Deeds Office

Damon Coleman, Planning, Building and Development

Daniel Eder, Lake County EMA

Darcy Adcock, Human Resources

Dick Barr, Board Member

Donna Jo Maki, State's Attorneys Office

Emily Mitchell, Finance and Administrative Services
Eric Rinehart, Lake County State's Attorney
Eric Waggoner, Planning, Building and Development
Erik Karlson, Enterprise Information Technology
Ernesto Huaracha, Stormwater Management
Gary Gibson, County Administrator's Office
Gina Roberts, Board Member
Gunnar Gunnarsson, State's Attorney's Office
Heidie Hernandez, Enterprise Information Technology
Holly Kim, Treasurer
Irshad Khan, Finance and Administrative Services
James Norman, Chicago Tribune/Pioneer Press
Jamie Helton, State's Attorney's Office
Janna Philipp (Lake County Board Office)
Jefferson McMillan-Wilhoit, Health Department
Jeremiah Varco, Facilities
Jim Chamernik, Sheriff's Office
Jim Hawkins, County Administrator's Office
John Light, Human Resources
John Wasik, Board Member
Jonathan Joy, Facilities and Construction
Joy Gossman, Public Defender
Juan Lopez, County Clerk's Office
Karen Brush, County Clerk's Office
Karen Fox, State's Attorney's Office
Keith Caldwell, GIS Team
Kevin Hunter, Board Member
Krista Kennedy, Finance and Administrative Services
Kristy Cechini, County Board Office
Kurt Woolford, Stormwater Management
Lawrence Oliver, Sheriff's Office
Lisle Stalter, State's Attorney's Office
Marah Altenberg, Board Member
Mary Crain, Division of Transportation
Matt Meyers, County Administrator's Office
Meg Weekley, Regional Office of Education
Melanie Nelson, State's Attorney's Office
Michael Prusila, Stormwater Management Commission
Michael Wheeler, Finance and Administration
Mick Zawislak, Daily Herald
Murphy Jeffrey, Public
Nicole farrow, State's Attorney's Office

Patrice Evans, Enterprise Information Technology
Patrice Sutton, Finance and Administrative Services
Robert Glueckert, Supervisor of Assessments
Robin O'Connor, Lake County Clerk
Ruby Acosta, Finance & Administrative Services
RuthAnne Hall, Purchasing
Ryan Pinter, Enterprise Information Technology
Sonia Hernandez, County Administration Office
Sandy Hart, Board Member
Shane Schneider, Division of Transportation
Sharmila Manak, State's Attorney's Office
ShaTin Gibbs, Finance and Administration
Steve Spagnolo, State's Attorney's Office
Susan August, Purchasing
Teri White, State's Attorney's Office
Terri Kath, Enterprise Information Technology
Theresa Glatzhofer, County Board Office
Todd Govain, County Clerk's Office
Todd Schroeder, 19th Judicial Circuit Court
Vasyl Markus, Treasurer's Office

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment (Items Not on the Agenda)

There were no public comments.

6. Chair's Remarks

Chair Frank provided an explanation of the list of program requests.

Patrice Sutton, provided an explanation of the Capital Budget. There are three buckets: Public Works, Transportation projects, and the County, which are all infrastructure. The sources of Capital is Bonding and Operating Contributions. Ms. Sutton provided an overview of the surplus for the County. A lengthy discussion ensued in regards to the reserves and using ARPA funds.

7. Unfinished Business

There was no unfinished business to discuss.

8.F2 [21-1611](#)

#

Committee action approving the recommended Fiscal Year 2022 budget for the County Clerk (FY22 Recommended Budget, pg. 85).

A discussion ensued regarding the Blue Crest Vote by Mail Sort and Print Machine. The Committee agreed the funding would be directed to ARPA.

A motion was made by Member Danforth, seconded by Member Wilke, that this committee action item be approved as amended. Motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.F7 [21-1622](#)

*

Committee action approving the recommended Fiscal Year 2022 budget for the Chief County Assessment Office (FY22 Recommended Budget, pg. 53).

Emily Mitchell, Budget Analyst, stated the revenue is expected to stay flat. The only change in expenses is in the per diem fees based on the number of appeals at the Board of review. There is a reallocation of funds, but it is still within the perimeters of the budget.

Robert Gluekert, Chief County Assessor, stated there are no new program requests and all of the automobiles have been eliminated. There were 13,000 appeals this year. Discussion ensued.

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

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.F8 [21-1624](#)

*

Committee action approving the recommended Fiscal Year 2022 budget for the Treasurer (FY22 Recommended Budget, pg. 146).

Emily Mitchell, Budget Analyst, stated there is one notable change on the revenue and transfer revenue for the tax sale. There are not a lot of notable changes in expenses.

Holly Kim, Treasurer, stated the office switched vendors, moved to e-billing and are a more revenue generating department.

A motion was made by Member Clark, seconded by Member Vealitzek, that this committee action item be approved. Motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.F9 [21-1627](#)

*

Committee action approving the recommended Fiscal Year 2022 budget for Tax Sale Automation (FY22 Recommended Budget, pg. 258).

Emily Mitchell, Budget Analyst, provided a brief comment. On the expense side there is a

line item for Tyler Technology Solutions to increase efficiencies in the Treasurers Department.

Holly Kim, Treasurer, provided an update for the Tax Sale Automation. Discussion ensued.

A motion was made by Member Clark, seconded by Member Wilke, that this committee action item be approved. Motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8. New Business

REGULAR AGENDA

Financial and Administrative items may have been considered earlier during the multi-day joint committee hearings, with the exception of certain office budgets:

- (#) Indicates budget presented Wednesday, October 27, 2021 after the Public Works, Planning, Transportation Committee items.

- (*) Indicates budget presented Thursday, October 28, 2021 beginning at 8:30 a.m.

8.F1 [21-1616](#)

Presentation and consideration of proposed Fiscal Year 2022 Budget (see complete recommended budget attached).

Attachments: [FY22 Recommended Budget](#)
[FY22 Joint Cmte Opening Pres Oct 2021-V2](#)

This item was discussed at the F&A Committee Meeting on October 27.

8.F3 [21-1613](#)

#

Committee action approving the recommended Fiscal Year 2022 budget for Vital Records Automation (FY22 Recommended Budget, pg. 267).

This item was discussed at the F&A Committee Meeting on October 27.

8.F4 [21-1615](#)

*

Committee action approving the recommended Fiscal Year 2022 budget for the Recorder of Deeds (FY22 Recommended Budget, pg. 123).

Emily Mitchell, Budget Analyst, stated based document recording has been increasing by approximately 40 percent. Expenses remain to stay flat.

Cynthia Pruim-Haran, Chief Deputy Recorder, provided an update of the Recorder of Deeds. This year's records were at a high due to the uptick in real estate.

A motion was made by Vice Chair Vealitzek, seconded by Member Clark, that items 8.F4* - 8.F6* be approved. Motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.F5 [21-1618](#)

*

Committee action approving the recommended Fiscal Year 2022 budget for the Recorder Automation Fee (FY22 Recommended Budget, pg. 246).

A motion was made by Vice Chair Vealitzek, seconded by Member Clark, that items 8.F4* - 8.F6* be approved. Motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.F6 [21-1620](#)

*

Committee action approving the recommended Fiscal Year 2022 budget for the GIS Automation Fee (FY22 Recommended Budget, pg. 225).

A motion was made by Vice Chair Vealitzek, seconded by Member Clark, that items 8.F4* - 8.F6* be approved. Motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.F7 [21-1622](#)

*

Committee action approving the recommended Fiscal Year 2022 budget for the Chief County Assessment Office (FY22 Recommended Budget, pg. 53).

Emily Mitchell, Budget Analyst, stated the revenues remain essentially flat. The only change in expenses is in the per diem fees based on the number of appeals at the Board of review.

Bob Glueckert, Chief County Assessor, provided highlights of the FY 2022 budget. Discussion ensued.

A motion was made by Member Pedersen, seconded by Member Wilke, that this committee action item be approved. Motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.F8 [21-1624](#)

*

Committee action approving the recommended Fiscal Year 2022 budget for the Treasurer (FY22 Recommended Budget, pg. 146).

Emily Mitchell, Budget Analyst, the revenue budget there is an increase in interest revenue based on historical trends and transfer revenue remained at an increase revenue on account to the tax sale. There are no notable changes in expenses.

Holly Kim, Treasurer, highlighted that this year the Treasurer's Office switched vendors and started E-Billing and is a revenue generating office for the County with active investing.

A motion was made by Member Clark, seconded by Member Vealitzek, that this committee action item be approved. Motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.F9 [21-1627](#)

*

Committee action approving the recommended Fiscal Year 2022 budget for Tax Sale Automation (FY22 Recommended Budget, pg. 258).

Emily Mitchell, Budget Analyst, provided one brief comment. There is an expense for Tyler Technologies to increase efficiencies in the Treasurer's Office.

Holly Kim, Treasurer, provided an overview of the Tax Sale Automation Budget. Discussion ensued.

A motion was made by Member Clark, seconded by Member Wilke, that this committee action item be approved. Motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.F1 [21-1640](#)

0

Committee action approving the recommended Fiscal Year 2022 budget for the County Administrator (FY22 Recommended Budget, pg. 74).

Item was discussed and approved at the F&A Committee meeting on October 27.

8.F1 [21-1628](#)

1

Committee action approving the recommended Fiscal Year 2022 budget for Information Technology (FY22 Recommended Budget, pg. 108).

Item was discussed and approved at the F&A Committee meeting on October 27.

8.F1 [21-1629](#)

2

Committee action approving the recommended Fiscal Year 2022 budget for Human Resources (FY22 Recommended Budget, pg. 104).

Item was discussed and approved at the F&A Committee meeting on October 27.

8.F1 [21-1630](#)

3

Committee action approving the recommended Fiscal Year 2022 budget for the Liability Insurance Fund (FY22 Recommended Budget, pg. 181).

Item was discussed and approved at the F&A Committee meeting on October 27.

8.F1 [21-1631](#)

4

Committee action approving the recommended Fiscal Year 2022 budget for Health-Life-Dental (HLD) Insurance Fund (FY22 Recommended Budget, pg. 303).

Item was discussed and approved at the F&A Committee meeting on October 27.

8.F1 [21-1632](#)

5

Committee action approving the recommended Fiscal Year 2022 budget for Finance and Administrative Services (FY22 Recommended Budget, pg. 95).

Item was discussed and approved at the F&A Committee meeting on October 27.

8.F1 [21-1633](#)

6

Committee action approving the recommended Fiscal Year 2022 budget for FICA (FY22 Recommended Budget, pg. 160).

Item was discussed and approved at the F&A Committee meeting on October 27.

8.F1 [21-1635](#)

7

Committee action approving the recommended Fiscal Year 2022 budget for IMRF (FY22 Recommended Budget, pg. 178).

Item was discussed and approved at the F&A Committee meeting on October 27.

8.F1 [21-1636](#)

8

Committee action approving the recommended Fiscal Year 2022 budget for Facilities and Construction (FY22 Recommended Budget, pg. 90).

Item was discussed and approved at the F&A Committee meeting on October 27.

8.F1 [21-1638](#)

9

Committee action approving the recommended Fiscal Year 2022 budget for County Board (FY22 Recommended Budget, pg. 81).

Item was discussed and approved at the F&A Committee meeting on October 27.

8.F2 [21-1639](#)

0

Committee action approving the recommended Fiscal Year 2022 budget for Video Gaming (FY22 Recommended Budget, pg. 264).

Item was discussed and approved at the F&A Committee meeting on October 27.

8.F2 [21-1642](#)

1

Committee action approving the recommended Fiscal Year 2022 budget for the General Operating Expense (FY22 Recommended Budget, pg. 100).

Item was discussed and approved at the F&A Committee meeting on October 27.

8.F2 [21-1643](#)

2

Committee action approving the recommended Fiscal Year 2022 budget for the Solid Waste Management Tax (FY22 Recommended Budget, pg. 252).

Item was discussed and approved at the F&A Committee meeting on October 27.

8.F2 [21-1644](#)

3

Committee action approving the recommended Fiscal Year 2022 budget for Capital Projects - the Capital Improvement Program (FY22 Recommended Budget, pg. 285).

Mike Wheeler, Finance and Administration, provided an overview of the Capital Projects.

Carl Kirar, Facilities and Constructions, provided an overview of the break down of the projects for the next year. There is one project in the Capital Construction in the Depke operation improvements with multiple stages. The Facilities assessment projects have critical projects to sustain the operations in the buildings. Director Kirar stated the budget is very lean for a capital budget.

Chris Blanding, Chief Information Officer, stated the Enterprise Information Technology Department has asked departments to submit technology requests as to not miss anything. Mr. Blanding provided an overview of the list of projects for the department.

Discussion ensued on the capitol projects.

A motion was made by Member Vealitzek, seconded by Member Wilke, that this committee action item be approved. Motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.F2 [21-1645](#)

4

Committee action approving the recommended Fiscal Year 2022 budget for Capital Projects - 2010A Bond, Road Construction Projects (FY22 Recommended Budget, pg. 276).

A motion was made by Vice Chair Vealitzek, seconded by Member Wilke, that items 8.F24 - 8.F25 be approved. Motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.F2 [21-1650](#)

5

Committee action approving the recommended Fiscal Year 2022 budget for Capital Projects - 2015A Capital Projects Fund (FY22 Recommended Budget, pg. 279).

A motion was made by Vice Chair Vealitzek, seconded by Member Wilke, that items

8.F24 - 8.F25 be approved. Motion carried by the following roll call vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

8.F2 [21-1652](#)

6

Committee action approving the recommended Fiscal Year 2022 budget for Capital Projects - Special Service Area Number 16 (SSA #16) Capital Projects Fund (FY22 Recommended Budget, pg. 282).

This item was discussed and approved at the F&A Committee meeting on October 27.

8.F2 [21-1656](#)

7

Committee action approving the recommended Fiscal Year 2022 budget for the 2013 General Obligation Road Bonds Debt Service Fund (FY22 Recommended Budget, pg. 290).

Items 8.F27 - F30 were discussed on the F&A Committee meeting on October 27.

8.F2 [21-1657](#)

8

Committee action approving the recommended Fiscal Year 2022 budget for the 2015A Debt Service Fund (FY22 Recommended Budget, pg. 293).

Items 8.F27 - F30 were discussed on the F&A Committee meeting on October 27.

8.F2 [21-1658](#)

9

Committee action approving the recommended Fiscal Year 2022 budget for 2018 General Obligation (GO) Bonds Debt Service Fund (FY22 Recommended Budget, pg. 296).

Items 8.F27 - F30 were discussed on the F&A Committee meeting on October 27.

8.F3 [21-1659](#)

0

Committee action approving the recommended Fiscal Year 2022 budget for 2019 General Obligation (GO) Refunding Bonds Debt Service Fund (FY22 Recommended Budget, pg. 299).

Items 8.F27 - F30 were discussed on the F&A Committee meeting on October 27.

8.F3 [21-1663](#)

1

Committee action approving the recommended Fiscal Year 2022 budget for Special Service Area Number 12 (SSA #12) - Woods of Ivanhoe (FY22 Recommended Budget, pg. 320).

Items 8.F31, 8.F32, and 8.F34 were discussed and approved at the F&A Committee meeting on October 27.

8.F3 [21-1664](#)

2

Committee action approving the recommended Fiscal Year 2022 budget for Special Service Area Number 13 (SSA #13) - Tax Exempt 2007A (FY22 Recommended Budget, pg. 323).

Items 8.F31, 8.F32, and 8.F34 were discussed and approved at the F&A Committee meeting on October 27.

8.F3 [21-1666](#)

3

Committee action approving the recommended Fiscal Year 2022 budget for Special Service Area Number 16 (SSA #16) - Lake Michigan Water (FY22 Recommended Budget, pg. 326).

This item was discussed and approved at the F&A Committee meeting on October 27.

8.F3 [21-1667](#)

4

Committee action approving the recommended Fiscal Year 2022 budget for Special Service Area Number 17 (SSA #17) - Ivanhoe Estates (FY22 Recommended Budget, pg. 329).

Items 8.F31, 8.F32, and 8.F34 were discussed and approved at the F&A Committee meeting on October 27.

8.F3 [21-1668](#)

5*

Discussion of New Program Requests.

Program requests were discussed at the F&A Committee Meeting on October 27.

8.F3 [21-1669](#)

6*

Discussion regarding Determination of Reallocation to Capital.

Reallocation to Capital was discussed at the F&A Committee Meeting on October 27.

9. County Administrator's Report

10. Executive Session

There was no Executive Session.

11. Members Remarks

12. Adjournment

Next Meeting: November 4, 2021

Minutes prepared by Kristy Cechini.

Respectfully submitted,

Financial and Administrative Committee, Chair