

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, October 22, 2014

10:30 AM

PLEASE NOTE TIME CHANGE

Assembly Room, 10th Floor
Joint Budget Meeting

Revenue, Records, and Legislation Committee

1. Call to Order

Chair Hewitt called the Revenue, Records, and Legislation Committee to order at 10:30 a.m. Chair Paxton reminded the audience the Financial and Administrative Committee was called to order at 8:30 a.m.

Present 6 - Chair Hewitt, Vice Chair Rummel, Member Durkin, Member Nixon, Member Paxton and Member Stolman

Absent 1 - Member Wilke

Financial and Administrative Committee

Present 7 Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer and Member Taylor.

Others present:

*Barry Burton, County Administrator
Carol Calabresa, Lake County Board Member
Chris Creighton, Finance and Administrative Services
Mark Curran, Sheriff
Don Gloo, Finance and Administrative Services
RuthAnn Hall, Finance and Administrative Services
Willard Helander, County Clerk
Adlil Issakoo, Finance and Administrative Services
Karl Jackson, Chief County Assessment's Office
Jon Joy, Finance and Administrative Services
Chris Kopka, Risk
Aaron Lawlor, Lake County Board Chairman
Adam Lehmann, Assistant to the County Administrator
Donna Jo Maki, County Administrator's Office
Rodney Marion, Human Resources
Jim McCulloch, Treasurer's Office
Amy McEwan, Deputy County Administrator
Lori Nordstrom, Information Technology
Diana O'Kelly, Lake County Board Member
Anita Patel, Finance and Administrative Services
Martin Paulson, Chief Assessor
Linda Pedersen, Lake County Board Member
Lore Powell, Information Technology
Cynthia Pruim-Haran, Recorder of Deeds Office
Ray Rose, Undersheriff
Sandra Salgado, Sheriff's Office
Kurt Schultz, Finance and Administrative Services
Woody Schultz, Finance and Administrative Services
Howie Sell, Information Technology*

*Jennifer Serino Stasch, Workforce Development
Robert Skidmore, Treasurer
Patrice Sutton Burter, Finance and Administrative Services
Bonnie Thomson Carter, Lake County Board Member
Paula Trigg, Division of Transportation
Jennie Vana, Communications
Blanca Vela-Schneider, County Board Office
Ryan Waller, Assistant County Administrator
Kip Wilson, County Clerk's Office*

2. Pledge of Allegiance

Chair Paxton noted the Pledge of Allegiance was recited earlier in the morning.

3. Public Comment

There was no public comment.

4. New Business

4.1 14-1061

Presentation and Consideration of Proposed FY 2015 Budget (see complete recommended budget attached).

Attachments: [Recommended 2015 Budget WEB with Links.pdf](#)

Chair Paxton provided a brief statement of the budget process. New program requests from County Board members will be heard at the Financial and Administrative Committee meeting at 1:00 p.m.

Adlil Issakoo of Finance and Administrative Services reported the slow economic recovery has had an impact on revenue at the Treasurer's, Recorder of Deeds, and the Chief County Assessor's Office. A decline in foreclosures and higher credit standards for potential homebuyers have resulted in less recordings at the Recorder of Deeds Office. State laws have financially impacted how the County Clerk does business. Additionally, current systems are at their end of life and there is a new program request to purchase a jointly integrated system County Assessor, Treasurer, and County Clerk's Offices.

4.2 14-1070

Joint committee action approving the recommended FY 2015 budget for the County Clerk.

Adlil Issakoo of Finance and Administrative Services presented the County Clerk's proposed budget. There is an increase in tax sale revenue. Commodities have increased due to operational and election supplies as well as the anticipated costs associated with the new County Clerk. A reduction in contractals is due to odd year primaries being held in only two locations. A new program request is jointly submitted for new replacement Property Tax Administration and Assessment software.

County Clerk Willard Helander discussed the upcoming challenges the new County Clerk

is expected to face, including up to date tracking of ballots and same day voter registration which will financially impact the County Clerk's Office.

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

Aye: 6 - Chair Hewitt, Vice Chair Rummel, Member Durkin, Member Nixon, Member Paxton and Member Stolman

Absent: 1 - Member Wilke

Financial and Administrative Committee:

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

Ayes: 7 Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer, and Member Taylor.

4.3 14-1072

Joint committee action approving the recommended FY 2015 budget for Vital Records Automation.

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

Aye: 6 - Chair Hewitt, Vice Chair Rummel, Member Durkin, Member Nixon, Member Paxton and Member Stolman

Absent: 1 - Member Wilke

Financial and Administrative Committee:

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

Ayes: 7 Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer, and Member Taylor.

4.4 14-1074

Joint committee action approving the recommended FY 2015 budget for the Recorder of Deeds.

Adlil Issakoo presented the Recorder of Deed's proposed budget. The revenue is anticipated be on par with the fiscal year 2014 budget. It was noted the record storage increased due to the expiration of free storage of records.

Cynthia Pruim-Haran of the Recorder of Deeds Office reported foreclosure related recordings have significantly declined. It was noted a customer service representative from the GIS and Maps department is on hand at the department to assist residents, resulting in improved customer satisfaction.

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

Aye: 6 - Chair Hewitt, Vice Chair Rummel, Member Durkin, Member Nixon, Member Paxton and Member Stolman

Absent: 1 - Member Wilke

Financial and Administrative Committee:

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

Ayes: 7 Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer, and Member Taylor.

4.5 14-1076

Joint committee action approving the recommended FY 2015 budget for the Recorder Automation Fee.

Adlil Issakoo of Finance and Administrative Services presented the Recorder Automation Fee proposed budget. He noted the courier service line has been eliminated as the Recorder of Deeds Department has returned from its temporary stay in Gurnee.

A motion was made by Member Durkin, seconded by Member Rummel, that items 4.5 and 4.6 be approved. The motion carried by the following vote:

Aye: 6 - Chair Hewitt, Vice Chair Rummel, Member Durkin, Member Nixon, Member Paxton and Member Stolman

Absent: 1 - Member Wilke

Financial and Administrative Committee:

A motion was made by Member Taylor, seconded by Member Carlson, that items 4.5 and 4.6 be approved. The motion carried by the following vote:

Ayes: 7 Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer, and Member Taylor.

4.6 14-1078

Joint committee action approving the recommended FY 2015 budget for the GIS Automation Fee.

A motion was made by Member Durkin, seconded by Member Rummel, that items 4.5 and 4.6 be approved. The motion carried by the following vote:

Aye: 6 - Chair Hewitt, Vice Chair Rummel, Member Durkin, Member Nixon, Member Paxton and Member Stolman

Absent: 1 - Member Wilke

Financial and Administrative Committee: A motion was made by Member Taylor, seconded by Member Carlson, that items 4.5 and 4.6 be approved. The motion carried by the following vote:

Ayes: 7 Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer, and Member Taylor.

4.7 14-1079

Joint committee action approving the recommended FY 2015 budget for the Chief County Assessment Office.

Adlil Issakoo of Finance and Administrative Services presented the Chief County Assessment Office's budget. Contractuals have increased due to the need to publish every assessed value in the general assessment year, which occurs every four years.

Chief County Assessor Marty Paulson stated that all properties are reassessed biannually and an assessment is scheduled to occur in 2015. The values set in 2015, will carry forward into the next general assessment cycle. The statutory guidance for the years following the general assessment cycle is for assessors to revise and correct assessments. Assessments are expected to increase in 2015 and 2016. There is a question of when the Chief Assessor can recapture exemption value that remains to be clarified by state laws.

Chief County Assessor Marty Paulson noted the tax appeals process has improved and approximately half of the tax appeals filed were via the website which has increased efficiency in the department and has allowed the department to devote more of its time on assessments. Upon inquiry from Member Rummel, Chief County Assessor Marty Paulson indicated the assessment notice includes a list of potential exemptions.

Discussion occurred whether the Board of Review should be included in the Assessor's Department as it is an autonomous body. The Finance and Administrative Services Department will review this issue.

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

Aye: 6 - Chair Hewitt, Vice Chair Rummel, Member Durkin, Member Nixon, Member Paxton and Member Stolman

Absent: 1 - Member Wilke

Financial and Administrative Committee:

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

Ayes: 7 Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer, and Member Taylor.

4.8 14-1081

Joint committee action approving the recommended FY 2015 budget for the Treasurer.

Adlil Issakoo of Finance and Administrative Services presented the Treasurer's proposed budget. A modest increase is expected in interest in 2015. Capital expenditures will increase for the replacement of computers. A new program request was jointly submitted for a new replacement Property Tax Administration and Assessment software program.

Treasurer Robert Skidmore indicated expenses are similar to previous years, but revenue has decreased dramatically due to interest the County has earns. He gave a brief update of how revenue is collected in the Treasurer's Department.

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

Aye: 6 - Chair Hewitt, Vice Chair Rummel, Member Durkin, Member Nixon, Member Paxton and Member Stolman

Absent: 1 - Member Wilke

Financial and Administrative Committee:

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

Ayes: 7 Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer, and Member Taylor.

4.9 14-1083

Joint committee action approving the recommended FY 2015 budget for Tax Sale Automation.

Adlil Issakoo of Finance and Administrative Services presented the Tax Sale Automation proposed budget. Treasurer Skidmore noted there is a \$5 duplicate invoice fee that is charged to mortgage companies and banks. The Treasurer's Department does not currently charge this fee to homeowners at this time.

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

Aye: 6 - Chair Hewitt, Vice Chair Rummel, Member Durkin, Member Nixon, Member Paxton and Member Stolman

Absent: 1 - Member Wilke

Financial and Administrative Committee:

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

Ayes: 7 Chair Paxton, Vice Chair Carey, Member Carlson, Member Mandel, Member Rummel, Member Sauer, and Member Taylor.

5. Adjournment of the Revenue, Records, and Legislation Committee. The Financial and Administrative Committee may remain in session to review and approve other departmental budgets.

The Revenue, Records, and Legislative Committee meeting was adjourned at 11:30 a.m. The Financial and Administrative Services Committee remained in session.

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

Aye: 6 - Chair Hewitt, Vice Chair Rummel, Member Durkin, Member Nixon, Member Paxton and Member Stolman

Absent: 1 - Member Wilke

Minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chairman

Chairman

Vice Chairman

Vice Chairman

*Revenue, Records and Legislation
Committee*

*Financial and Administrative Services
Committee*