

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, October 19, 2016

8:30 AM

Joint Budget Meeting

Assembly Room, 10th Floor

Financial and Administrative Committee

1. Call to Order

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

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

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

Present 9 - Chair Thomson Carter, Vice Chair Sauer, Member Durkin, Member Hewitt, Member Maine, Member Mathias, Member Pedersen, Member Taylor, Member Werfel

Others present:

*Barry Burton, County Administrator
Anthony Cooling, Finance and Administrative Services
Mike Dacey, Emergency Management Agency
Cameron Davis, Assistant County Administrator
Sandy Hart, County Board Member
Karla Hasty, Human Resources
Adlil Issakoo, County Administrator's Office
Al Giertych, Division of Transportation
Ben Gilbertson, County Administrator's Office
Karl Jackson, Chief County Assessor's Office
Doretha Johnson, Division of Transportation
Peter Kolb, Public Works
Chris Kopka, Risk
Rodney Marion, Human Resources
Jim McCulloch, Treasurer's Office
Amy McEwan, Deputy County Administrator
Kent McKenzie, Emergency Management Agency
Debra Nieto, County Clerk's Office
Angela Norwood, Public Works
Marty Paulson, Assessor
Phil Perna, Public Works
Cynthia Pruim-Haran, Recorder of Deeds
Mellanie Rummel, Lake County Resident
Kurt Schultz, Finance and Administrative Services
David Stolman, Treasurer
Paula Trigg, Division of Transportation
Mary Ellen Vanderverter, Recorder of Deeds
Jeremiah Varco, Finance and Administrative Services
Blanca Vela-Schneider, County Board Office
Josh Wallace, Division of Transportation
Farrah Watson, Finance and Administrative Services
Chase Werfel, Lake County Resident
Kipp Wilson, County Clerk's Office*

Carla Wyckoff, County Clerk

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.

2. Pledge of Allegiance

Member Pedersen led the Pledge of Allegiance.

3. Public Comment

There were no comments from the public.

4. New Business

4.1 [16-0958](#)

Presentation and consideration of proposed FY 2017 Budget (see complete recommended budget attached).

Finance and Administrative Services Director Gary Gordon introduced Deputy Finance Director Ryan Horne. Mr. Horne provided a brief budget presentation to the Committees. He thanked the various staff involved in the budget process, including finance analysts, communications, and print shop services.

(Member Sauer arrived at 8:35 a.m.)

PUBLIC WORKS & TRANSPORTATION

4.2 [16-0987](#)

Joint committee action approving the recommended FY 2017 budget for Public Works.

Anthony Cooling of Finance and Administrative Services and Public Works Director Peter Kolb presented the Public Works proposed budget. Mr. Cooling indicated that revenues are estimated to be \$43,000,000 due to services and rate increases. Expenses are anticipated to be approximately \$38,500,000. Personnel costs have declined due to a decrease of three full time positions and an increase in part time positions. Consultant expenses are expected to increase by \$140,000, which includes \$50,000 for professional services to develop a proposal for a billing software replacement or upgrade.

Mr. Kolb reported that Public Works operates on enterprise funds. He identified upcoming capital projects including the Fox Lake Water System, the enlargement of water reservoirs in the Vernon Hills systems, the renovation of the Public Works administration building in Libertyville, and the sewer interceptor realignment in the Northwest System. Public Works will continue to work on multi-year projects including the DesPlaines Work Group, and construction of the Lake Michigan Water Project.

Discussion ensued regarding Public Works' billing software system. Mr. Kolb indicated that the current system's interface is experiencing issues that requires the system to be updated or replaced. An assessment is underway. Discussion continued regarding

upcoming projects.

Public Works and Transportation Committee

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

Aye: 9 - Chair Thomson-Carter, Vice Chair Sauer, Member Durkin, Member Hewitt, Member Maine, Member Mathias, Member Pedersen, Member Taylor, Member Werfel

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

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

4.3 [16-0988](#)

Joint committee action approving the recommended FY 2017 budget for the Division of Transportation.

Anthony Cooling of Finance and Administrative Services and Division of Transportation Director Paula Trigg presented the proposed budget for the Division of Transportation. Mr. Cooling reported that there will be an increase of two full time engineer positions, converted from contractor status, based upon the results of an efficiency assessment. Gasoline and diesel costs are anticipated to decrease by an estimated total of \$514,392 due to the cheaper cost of fuel and, concurrently, total revenue is expected to decrease by \$295,776 due to less service station revenue. Capital costs will decrease by \$113,007 as there were one time replacements in fiscal year 2016 for a service station vehicle life and backup computer server power supply.

Ms. Trigg reported that the Division of Transportation's purpose is to provide safe, efficient, and an innovated transportation system to enhance mobility, economic development, and the quality of life for residents of Lake County. She provided an update on projects completed in fiscal year 2016 and identified new projects anticipated in fiscal year 2017. The Washington Street Railroad grade separation and lane improvements is underway and is anticipated to be completed in 2017. The department has been able to secure over \$33,000,000 in federal funding for transportation improvement projects but noted that the 2040 long range transportation plan has identified approximately 210 miles that still need to be widened to improve traffic congestion.

The department continues to experience savings from the tier two union employees. Fuel prices have declined over the last few years and the trend is expected to continue in 2017. Ms. Trigg identified that her department operates its budget based upon preservation, modernization, and expansion.

Member Durkin inquired about the state's request for snow removal services. Ms. Trigg indicated that this service is not included in the budget due to the timing of the request. She stated that it is anticipated that six snowbird positions would be needed to cover three of the state's routes. Substantial discussion ensued.

Member Maine inquired about the need for a new inventory system. Ms. Trigg stated that there is a need to integrate systems with other departments.

Mr. Cooling stated that an amendment is being requested to transfer certain funds from the County Administrator's budget to the Division of Transportation budget.

Public Works and Transportation Committee

A motion was made by Member Pedersen, seconded by Member Mathias, that this committee action item be approved as submitted.

A motion was made by Member Maine, seconded by Member Sauer, to amend the motion to increase the Division of Transportation's positions from 128 to 129, with the additional position being transferred to the Division of Transportation from the Radio Division in the County Administrator's Office. The motion to amend carried unanimously.

Aye: 9 - Chair Thomson Carter, Vice Chair Sauer, Member Durkin, Member Hewitt, Member Maine, Member Mathias, Member Pedersen, Member Taylor, Member Werfel

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

Aye: 9 - Chair Thomson Carter, Vice Chair Sauer, Member Durkin, Member Hewitt, Member Maine, Member Mathias, Member Pedersen, Member Taylor, Member Werfel

A motion was made by Member Taylor, seconded by Member Sauer, that this committee action item be approved as amended. The motion carried unanimously.

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

4.4 [16-0989](#)

Joint committee action approving the recommended FY 2017 budget for the County Bridge Tax.

Public Works and Transportation Committee

A motion was made by Member Hewitt, seconded by Member Taylor, that items 16-0989, 16-0990, 16-0991, and 16-0992 be approved. The motion carried unanimously.

Aye: 9 - Chair Thomson Carter, Vice Chair Sauer, Member Durkin, Member Hewitt, Member Maine, Member Mathias, Member Pedersen, Member Taylor, Member Werfel

A motion was made by Member Hewitt, seconded by Member Mandel, that items 16-0989, 16-0990, 16-0991, and 16-0992 be approved. The motion carried unanimously.

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

4.5 [16-0990](#)

Joint committee action approving the recommended FY 2017 budget for Matching Tax.

Public Works and Transportation Committee

A motion was made by Member Hewitt, seconded by Member Taylor, that items 16-0989, 16-0990, 16-0991, and 16-0992 be approved. The motion carried unanimously.

Aye: 9 - Chair Thomson Carter, Vice Chair Sauer, Member Durkin, Member Hewitt, Member Maine, Member Mathias, Member Pedersen, Member Taylor, Member Werfel

A motion was made by Member Hewitt, seconded by Member Mandel, that items 16-0989, 16-0990, 16-0991, and 16-0992 be approved. The motion carried unanimously.

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

4.6 [16-0991](#)

Joint committee action approving the recommended FY 2017 budget for the County Motor Fuel Tax.

Public Works and Transportation Committee

A motion was made by Member Hewitt, seconded by Member Taylor, that items 16-0989, 16-0990, 16-0991, and 16-0992 be approved. The motion carried unanimously.

Aye: 9 - Chair Thomson Carter, Vice Chair Sauer, Member Durkin, Member Hewitt, Member Maine, Member Mathias, Member Pedersen, Member Taylor, Member Werfel

A motion was made by Member Hewitt, seconded by Member Mandel, that items 16-0989, 16-0990, 16-0991, and 16-0992 be approved. The motion carried unanimously.

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

4.7 [16-0992](#)

Joint committee action approving the recommended FY 2017 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 Hewitt, seconded by Member Taylor, that items 16-0989, 16-0990, 16-0991, and 16-0992 be approved. The motion carried unanimously.

Aye: 9 - Chair Thomson Carter, Vice Chair Sauer, Member Durkin, Member Hewitt, Member Maine, Member Mathias, Member Pedersen, Member Taylor, Member Werfel

A motion was made by Member Hewitt, seconded by Member Mandel, that items 16-0989, 16-0990, 16-0991, and 16-0992 be approved. The motion carried unanimously.

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

Chair Thomson Carter adjourned the Public Works and Transportation Committee meeting at 9:45 a.m.

The Financial and Administrative Committee remained in session to hear Financial and Administrative Committee meeting items.

REVENUE, RECORDS & LEGISLATION

Financial and Administrative Committee Chair Rummel reconvened the Financial and Administrative Committee meeting at 11:00 a.m., after a brief recess.

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

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

4.8 [16-0993](#)

Joint committee action approving the recommended FY 2017 budget for the County Clerk.

Anthony Cooling of Finance and Administrative Services and County Clerk Carla Wyckoff presented on the County Clerk's budget. Mr. Cooling reported that due to fiscal year 2017 being a non-election year at the federal level, election related expenses are expected to decrease. Mr. Cooling reported that one full time vacant position and two part time vacant clerk positions were eliminated but noted that three temporary, part time election worker positions were added. Revenues from marriage licenses, marriage certificates, birth certificates and death certificates have decreased based on current activity.

Ms. Wyckoff introduced Debra Nieto and Kipp Wilson of the County Clerk's Office. Ms. Wyckoff confirmed that one full time position and two part time vacant positions were eliminated and that three temporary part time election workers have been added. Duties have been spread among other managers and all staff is cross-trained.

Discussion occurred regarding the budget differences during election and non-election years.

Revenue, Records and Legislation Committee

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

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

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

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

4.9 [16-0994](#)

Joint committee action approving the recommended FY 2017 budget for Vital Records Automation.

Anthony Cooling of Finance and Administrative Services reported that revenues and expenses for the Vital Records Automation Fund are anticipated to remain the same as they have for the past several years.

Revenue, Records and Legislation Committee

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

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

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

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

4.10 [16-0995](#)

Joint committee action approving the recommended FY 2017 budget for the Recorder of Deeds.

Anthony Cooling of Finance and Administrative Services and Recorder of Deeds Mary Ellen Vanderventer presented. Mr. Cooling reported that revenues in the General Fund are expected to remain flat compared to fiscal year 2016. Expenses have declined due to two full time positions being moved from the Property Tax General Fund to the Recorder Automation Fund.

Ms. Vanderventer introduced Cynthia Pruim-Haran of the Recorder of Deeds' Office. Ms. Vanderventer noted that six senior employees have retired and there are no intentions of filling those vacancies.

Revenue, Records and Legislation Committee

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

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

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

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

4.11 [16-0996](#)

Joint committee action approving the recommended FY 2017 budget for the Recorder Automation Fee.

Revenue, Records and Legislation Committee

A motion was made by Member Werfel, seconded by Member Wilke, that committee action items 16-0996 and 16-0997 be approved. Motion carried by voice vote.

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

A motion was made by Member Carlson, seconded by Member Sauer, that committee action items 16-0996 and 16-0997 be approved . Motion carried by voice vote.

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

4.12 [16-0997](#)

Joint committee action approving the recommended FY 2017 budget for the GIS Automation Fee.

Revenue, Records and Legislation Committee

A motion was made by Member Werfel, seconded by Member Wilke, that committee action items 16-0996 and 16-0997 be approved. Motion carried by voice vote.

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

A motion was made by Member Carlson, seconded by Member Sauer, that committee action items 16-0996 and 16-0997 be approved . Motion carried by voice vote.

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

4.13 [16-0998](#)

Joint committee action approving the recommended FY 2017 budget for the Chief County Assessment Office.

Anthony Cooling of Finance and Administrative Services and Chief County Assessor Marty Paulson presented the budget. Mr. Cooling reported that expenses have decreased due to personnel reduction and accompanying reductions in benefits. The consultants account has decreased due to last year's request being higher because of the survey of cadastral monuments. In addition, publications and legal notices have decreased.

Revenue, Records and Legislation Committee

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

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

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

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

4.14 16-0999

Joint committee action approving the recommended FY 2017 budget for the Board of Review.

Anthony Cooling of Finance and Administrative Services and Chief County Assessor Marty Paulson presented the Board of Review's budget. Mr. Cooling reported that the budget has increased. Per diem fees have increased to accommodate additional members utilized to complete assessment appeals. Computer equipment is being replaced per the Information Technology's normal replacement schedule.

Mr. Paulson added that the Board of Review is normally in session from September into January of the following year. Due to the new Tyler System being implemented in December expenses have been moved to speed up to process in order to avoid working in two systems.

Revenue, Records and Legislation Committee

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

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

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

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

4.15 16-1000

Joint committee action approving the recommended FY 2017 budget for the Treasurer.

Anthony Cooling of Finance and Administrative Services and Treasurer David Stolman presented. Mr. Cooling reported that revenue Tax Sale/Redemption revenue increased based on anticipated activity for fiscal year 2017.

Mr. Stolman introduced James McCulloch of the Treasure's Office. Mr. Stolman noted that there are some revenue increases anticipated and collections are on target. Distributions are ahead for the incoming year.

Revenue, Records and Legislation Committee

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

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

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

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

4.16 16-1001

Joint committee action approving the recommended FY 2017 budget for Tax Sale Automation.

Anthony Cooling of Finance and Administrative Services and Treasurer David Stolman presented. Revenues are budgeted to increase and expenses have been cut.

Mr. Stolman added that for the first year the Tax Sale will be in-house at the Central Permitting Facility and it is anticipated to be on November 14 or 15.

Revenue, Records and Legislation Committee

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

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

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

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

Revenue, Records and Legislation Committee

A motion was made by Member Werfel, seconded by Vice Chair Mathias, to adjourn the Revenue, Records and Legislation Committee. The motion was unanimously approved.

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

The Revenue, Records and Legislation committee meeting was adjourned at 11:31 a.m. The Financial and Administrative Committee remained in session.

FINANCIAL & ADMINISTRATIVE

4.17 16-1002

Committee action approving the recommended FY 2017 budget for Information Technology.

(Agenda item was considered Wednesday, October 19, 2016.)

Information Technology Director Lora Nordstrom and Lore Powell of Information

Technology identified highlights in the Information Technology department including updating hardware to ensure applications are working properly and the successful roll out of Office 365. Fiscal year 2016 is the second year that replacement computers have been completed within its budget cycle. Ms. Nordstrom indicated that Information Technology continues to replace hardware to keep up with growing demand, noting that the County Board members have their own dedicated broadband width. The Service Desk's goal was to resolve 80 percent of issues on the first call, but has reached a success level of 90 percent.

Ms. Nordstrom presented the proposed budget, indicating that personnel costs are down three percent and commodities are down \$27,000. Contractual expenses will increase in 2017 but the increases are not within Information Technology's control.

Discussion occurred regarding cyber security. Ms. Nordstrom indicated that an initial assessment was completed this year. Staff has worked to prioritize these items and remediate. Upon completing these items, which includes educating consumers, the vendor will return to see if the items have been resolved.

Ms. Nordstrom indicated that the department is requesting an amendment to transfer certain funds for two positions in the Radio Division from the County Administrator's Office to the Information Technology department.

A motion was made by Member Sauer, seconded by Member Hewitt, that this committee action item be approved as submitted.

A motion was made by Member Taylor, seconded by Member Mandel, to amend the Information Technology Department's proposed budget to increase full time staff from 59 to 61, with the two positions being transferred to Information Technology from the Radio Division in the County Administrator's Office.

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

A motion was made by Member Sauer, seconded by Member Hewitt, that this item be approved as amended. The motion carried unanimously.

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

4.18 [16-1003](#)

Committee action approving the recommended FY 2017 budget for Human Resources.
(Agenda item was considered Wednesday, October 19, 2016.)

Anthony Cooling of Finance and Administrative Services presented Human Resources proposed budget. He indicated that the Human Resources budget reflects the conversion of a vacant coordinator position into consulting services for staff augmentation. The removal of this position, as well as the removal of a temporary employee position, and the downgrading of a vacant project manager position will result

in \$133,000 in savings for personnel costs and \$50,000 in benefits.

Human Resources Director Rodney Marion reported that Human Resources will continue its health and wellness programs. A survey conducted earlier this year to solicit input from staff, indicated that employees would like to see better recognition programs in 2017. A Human Resources/Payroll assessment will be conducted in 2017 to determine how the department can increase efficiency. Another issue that Human Resources is looking to address is the turnover of county staff. The department will review hiring strategies and focus on enhancing diversification. He noted that Risk Management has continued to reduce long-term claims.

Discussion occurred regarding cost containment diversification.

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

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

4.19 [16-1004](#)

Committee action approving the recommended FY 2017 budget for the Liability Fund.

(Agenda item was considered Wednesday, October 19, 2016.)

Anthony Cooling of Finance and Administrative Services presented the proposed budget for liability insurance. Total expenses have decreased \$192,558. Risk premiums and broker fees have decreased \$247,675. The Risk Fund was reduced by \$247,675 and unemployment compensation has decreased \$50,000 based on actual activity. Personnel costs have increased \$82,638 due to pay reclassification of the Risk Manager and the addition of two part time redaction clerk positions for the body worn camera initiative. Discussion ensued regarding the body worn camera initiative.

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

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

4.20 [16-1005](#)

Committee action approving the recommended FY 2017 budget for Health-Life-Dental (HLD).

(Agenda item was considered Wednesday, October 19, 2016.)

Anthony Cooling of Finance and Administrative Services presented the proposed budget for health, life and dental insurance. Dental and health premiums are expected to decrease over \$420,000 based upon prior year actuals and projections. The health savings account funding is expected to decrease based on current enrollees and expected new hires.

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

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

4.21 [16-1006](#)

Committee action approving the recommended FY 2017 budget for FICA.

(Agenda item was considered Wednesday, October 19, 2016.)

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

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

4.22 [16-1007](#)

Committee action approving the recommended FY 2017 budget for IMRF.

(Agenda item was considered Wednesday, October 19, 2016.)

Chair Rummel noted that state law requires that pensions for the various governmental agencies be included on property tax bills.

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

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

4.23 [16-1008](#)

Committee action approving the recommended FY 2017 budget for Finance and Administrative Services.

(Agenda item was considered Wednesday, October 19, 2016.)

Finance and Administrative Director Gary Gordon reported that his department is responsible for 1,000,00 square feet of real estate, print services, and mail. Finance and Administrative Services is now acting as the fiduciary agent for the Veterans Assistance Commission. He also indicated that his department's purchasing agent is now providing in-depth training to other departments' purchasing managers so that they better understand their roles. He reported that one position is proposed to be eliminated but that there are three positions that will be held vacant for fiscal year 2017. Mr. Gordon noted that there has been a slight decline in parking revenue.

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

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

4.24 [16-1009](#)

Committee action approving the recommended FY 2017 budget for County Board.

(Agenda item was considered Wednesday, October 19, 2016.)

Farrah Watson of Finance and Administrative Services presented the County Board proposed budget. She reported that state income tax revenue has decreased due to a projected downward trend and personal property replacement tax revenue has decreased due to an adjusted allocation formula from the State of Illinois. Legistar's software maintenance has shifted over to the County Board, increasing the budget's expenses by \$24,105. Constituent services is being decreased by \$50,000 based upon previous years' expenditures.

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

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

4.25 [16-1010](#)

Committee action approving the recommended FY 2017 budget for Video Gaming.

(Agenda item was considered Wednesday, October 19, 2016.)

Farrah Watson of Finance and Administrative Services presented the proposed budget for video gaming. She reported that fiscal year 2017 revenue is expected to increase to \$500,000. Contractuals for 2017 is expected to be \$317,000 and will be transferred over to Community Development to cover grants and the administrative costs associated with the awarding of grants, as established in the County's video gaming policy. Funds that remain from fiscal year 2016 will be carried over to fiscal year 2017. County Administrator Burton indicated that the County receives five percent of video gaming revenue for unincorporated establishments. County Board Member Hart noted the negative impact of video gaming has on individuals, families, and communities. Member Sauer noted that video gaming funds will not be used to fund day to day operations. Ben Gilbertson of the County Administrator's Office and County Administrator Burton reviewed key points of the video gaming policy.

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

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

4.26 [16-1011](#)

Committee action approving the recommended FY 2017 budget for the County Administrator.

(Agenda item was considered Wednesday, October 19, 2016.)

Deputy County Administrator Amy McEwan presented the County Administrator's proposed budget. The department was able to reduce its budget by two percent. Contractuals have increased due to the implementation of the new website, video streaming, new electronic newsletter tool for board members, and an enterprise system for emergency management software.

In the fiscal year 2016 budget, the County Administrator's Office maintained a

Communications person in its budget but moved the person to the Division of Transportation. The department is proposing to do the same thing this year by maintaining a Communications person in its budget but moving the individual to assist Stormwater Management and the land team.

Ms. McEwan reported the County has been able to significantly reduce expenditures with its radio contract. There are 15 other agencies on the radio system. With the retirement of the radio systems division manager, the oversight of the individual installing radio systems in vehicles will be transferred over to the Division of Transportation and the individual will be cross-trained within the Division of Transportation's department. Two full time positions in the radio department are also slated to be transferred over to Information Technology. Discussion ensued.

Ms. McEwan requested that an amendment be made to the County Administrator's Office budget to reduce personnel from 21 to 18 staff, which reflects the transfers of three staff members to the Division of Transportation and Information Technology.

A motion was made by Member Taylor, seconded by Member Carlson, to approve the County Administrator's Office budget as submitted.

A motion was made by Member Mandel, seconded by Member Hewitt, to amend the motion to reduce the County Administrator's budget by \$439,780 with a reduction in full time staff from 21 employees to 18.

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

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

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

4.27 [16-1012](#)

Committee action approving the recommended FY 2017 budget for the General Operating Expense.

(Agenda item was considered Wednesday, October 19, 2016.)

Member Mandel suggested not raising the property tax levy on existing homeowners, noting that residents continue to express that Lake County's taxes are too high. Discussion ensued. Chair Rummel noted that the State of Illinois is in a budget crisis because it has not been responsible in levying property tax increases over the years. The Lake County property tax levy has been frozen in the past, but he feels that the proposed property tax levy is fiscally prudent for the upcoming year. Discussion continued.

County Board Chairman Lawlor indicated that with the state of the State of Illinois' budget, the County cannot afford not to levy the property tax.

A motion was made by Member Carlson, seconded by Member Taylor, that this committee action item be approved as submitted.

A motion was made by Member Mandel to amend the motion to only levy a property tax increase on new property. Motion failed due to a lack of a second.

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

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

Nay: 1 - Member Mandel

4.28 [16-1013](#)

Committee action approving the recommended FY 2017 budget for the Solid Waste Management Tax.

Member Mandel inquired how the the Solid Waste Management Tax funding is utilized. County Administrator Barry Burton reported that the fund balance for this item is on the decline. Funds are utilized to test landfill inspections and water testing for old capped landfills. Discussion ensued.

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

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

4.29 [16-1014](#)

Committee action approving the recommended FY 2017 budget for the Corporate Capital Improvement Program.

Finance and Administrative Services Director Gary Gordon presented the proposed budget for corporate capital projects. Staff is recommending that funds primarily be utilized to fund facility assessment projects for the care and maintenance of existing buildings. Projects include surveillance camera replacements at the jail, voice over IP replacements at the County, and two system replacements at the Coroner's Office and the Division of Transportation. It also includes gap funding for the proposed new Zion Clinic for the Health Department and the two projects at the Stormwater Management Commission.

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

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

4.30 [16-1015](#)

Committee action approving the recommended FY 2017 budget for Capital Projects - 2010A Bond, Road Construction Projects Fund.

(Agenda item was considered Tuesday, October 18, 2016.)

Finance and Administrative Services Director Gary Gordon presented items 16-1015, 16-1016, 16-1018, 16-1019, and 16-1020. These are for ongoing construction projects.

A motion was made by Member Taylor, seconded by Member Carlson, that this committee action for items 16-1015, 16-1016, 16-1018, 16-1019, and 16-1020 be approved. Motion carried by voice vote.

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

4.31 16-1016

Committee action approving the recommended FY 2017 budget for Capital Projects - 2011A Tax Exempt General Operating Bonds, Road Construction.

(Agenda item was considered Tuesday, October 18, 2016.)

Finance and Administrative Services Director Gary Gordon presented items 16-1015, 16-1016, 16-1018, 16-1019, and 16-1020. These are for ongoing construction projects.

A motion was made by Member Taylor, seconded by Member Carlson, that this committee action for items 16-1015, 16-1016, 16-1018, 16-1019, and 16-1020 be approved. Motion carried by voice vote.

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

4.32 16-1018

Committee action approving the recommended FY 2017 budget for Capital Projects - 2013 Bond, Road Construction Projects.

(Agenda item was considered Tuesday, October 18, 2016.)

Finance and Administrative Services Director Gary Gordon presented items 16-1015, 16-1016, 16-1018, 16-1019, and 16-1020. These are for ongoing construction projects.

A motion was made by Member Taylor, seconded by Member Carlson, that this committee action for items 16-1015, 16-1016, 16-1018, 16-1019, and 16-1020 be approved. Motion carried by voice vote.

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

4.33 16-1019

Committee action approving the recommended FY 2017 budget for Capital Projects - 2015A Capital Projects Fund.

(Agenda item was considered Tuesday, October 18, 2016.)

Finance and Administrative Services Director Gary Gordon presented items 16-1015, 16-1016, 16-1018, 16-1019, and 16-1020. These are for ongoing construction projects.

A motion was made by Member Taylor, seconded by Member Carlson, that this committee action for items 16-1015, 16-1016, 16-1018, 16-1019, and 16-1020 be approved. Motion carried by voice vote.

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

4.34 [16-1020](#)

Committee action approving the recommended FY 2017 budget for Capital Projects - Special Service Area #16 Capital Projects Fund.

(Agenda item was considered Tuesday, October 18, 2016.)

Finance and Administrative Services Director Gary Gordon presented items 16-1015, 16-1016, 16-1018, 16-1019, and 16-1020. These are for ongoing construction projects.

A motion was made by Member Taylor, seconded by Member Carlson, that this committee action for items 16-1015, 16-1016, 16-1018, 16-1019, and 16-1020 be approved. Motion carried by voice vote.

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

4.35 [16-1021](#)

Committee action approving the recommended FY 2017 budget for the (2008) General Obligation Bonds Debt Service Fund.

(Agenda item was considered Tuesday, October 18, 2016.)

Finance and Administrative Services Director Gary Gordon presented items 16-1021, 16-1022, 16-1023, 16-1024, and 16-1025.

A motion was made by Member Mandel, seconded by Member Hewitt, that this committee action for items 16-1021, 16-1022, 16-1023, 16-1024, and 16-1025 be approved. Motion carried by voice vote.

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

4.36 [16-1022](#)

Committee action approving the recommended FY 2017 for the (2010A) Taxable General Obligation Bonds Debt Service Fund.

(Agenda item was considered Tuesday, October 18, 2016.)

Finance and Administrative Services Director Gary Gordon presented items 16-1021, 16-1022, 16-1023, 16-1024, and 16-1025.

A motion was made by Member Mandel, seconded by Member Hewitt, that this committee action for items 16-1021, 16-1022, 16-1023, 16-1024, and 16-1025 be approved. Motion carried by voice vote.

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

4.37 [16-1023](#)

Committee action approving the recommended FY 2017 budget for the (2011A) General Obligation Bonds Debt Service Fund.

(Agenda item was considered Tuesday, October 18, 2016.)

Finance and Administrative Services Director Gary Gordon presented items 16-1021, 16-1022, 16-1023, 16-1024, and 16-1025.

A motion was made by Member Mandel, seconded by Member Hewitt, that this committee action for items 16-1021, 16-1022, 16-1023, 16-1024, and 16-1025 be approved. Motion carried by voice vote.

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

4.38 [16-1024](#)

Committee action approving the recommended FY 2017 budget for the 2013 General Obligation Road Bonds Debt Service Fund.

(Agenda item was considered Tuesday, October 18, 2016.)

Finance and Administrative Services Director Gary Gordon presented items 16-1021, 16-1022, 16-1023, 16-1024, and 16-1025.

A motion was made by Member Mandel, seconded by Member Hewitt, that this committee action for items 16-1021, 16-1022, 16-1023, 16-1024, and 16-1025 be approved. Motion carried by voice vote.

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

4.39 [16-1025](#)

Committee action approving the recommended FY 2017 budget for the 2015A Debt Service Fund.

(Agenda item was considered Tuesday, October 18, 2016.)

Finance and Administrative Services Director Gary Gordon presented items 16-1021, 16-1022, 16-1023, 16-1024, and 16-1025.

A motion was made by Member Mandel, seconded by Member Hewitt, that this committee action for items 16-1021, 16-1022, 16-1023, 16-1024, and 16-1025 be approved. Motion carried by voice vote.

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

4.40 [16-1026](#)

Committee action approving the recommended FY 2017 budget for Special Service Area Number 10 (SSA # 10) - North Hills.

(Agenda item was considered Tuesday, October 18, 2016.)

Deputy Finance and Administrative Services Director Ryan Horne indicated items 16-1026, 16-1027, 16-16-1041, 16-1042, 16-1043, and 16-1044 are special service areas (SSAs) that were established to repay bonds for construction projects or to fund maintenance of private streets.

A motion was made by Member Mandel, seconded by Member Taylor, that this committee action for items 16-1026, 16-1027, 16-1041, 16-1042, 16-1043, and 16-1044 be approved. Motion carried by voice vote.

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

4.41 16-1027

Committee action approving the recommended FY 2017 budget for Special Service Area Number 12 (SSA # 12) - Woods of Ivanhoe.

(Agenda item was considered Tuesday, October 18, 2016.)

Deputy Finance and Administrative Services Director Ryan Horne indicated items 16-1026, 16-1027, 16-16-1041, 16-1042, 16-1043, and 16-1044 are special service areas (SSAs) that were established to repay bonds for construction projects or to fund maintenance of private streets.

A motion was made by Member Mandel, seconded by Member Taylor, that this committee action for items 16-1026, 16-1027, 16-1041, 16-1042, 16-1043, and 16-1044 be approved. Motion carried by voice vote.

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

4.42 16-1041

Committee action approving the recommended FY 2017 budget for Special Service Area Number 13 (SSA # 13) - Tax Exempt 2007A.

(Agenda item was considered Tuesday, October 18, 2016.)

Deputy Finance and Administrative Services Director Ryan Horne indicated items 16-1026, 16-1027, 16-16-1041, 16-1042, 16-1043, and 16-1044 are special service areas (SSAs) that were established to repay bonds for construction projects or to fund maintenance of private streets.

A motion was made by Member Mandel, seconded by Member Taylor, that this committee action for items 16-1026, 16-1027, 16-1041, 16-1042, 16-1043, and 16-1044 be approved. Motion carried by voice vote.

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

4.43 16-1042

Committee action approving the recommended FY 2017 budget for Special Service Area Number 13 (SSA # 13) - Taxable 2007B.

(Agenda item was considered Tuesday, October 18, 2016.)

Deputy Finance and Administrative Services Director Ryan Horne indicated items 16-1026, 16-1027, 16-16-1041, 16-1042, 16-1043, and 16-1044 are special service areas (SSAs) that were established to repay bonds for construction projects or to fund maintenance of private streets.

A motion was made by Member Mandel, seconded by Member Taylor, that this committee action for items 16-1026, 16-1027, 16-1041, 16-1042, 16-1043, and 16-1044 be approved. Motion carried by voice vote.

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

4.44 16-1043

Committee action approving the recommended FY 2017 budget for Special Service Area Number 16 (SSA # 16) - Lake Michigan Water.

(Agenda item was considered Tuesday, October 18, 2016.)

Deputy Finance and Administrative Services Director Ryan Horne indicated items 16-1026, 16-1027, 16-16-1041, 16-1042, 16-1043, and 16-1044 are special service areas (SSAs) that were established to repay bonds for construction projects or to fund maintenance of private streets.

A motion was made by Member Mandel, seconded by Member Taylor, that this committee action for items 16-1026, 16-1027, 16-1041, 16-1042, 16-1043, and 16-1044 be approved. Motion carried by voice vote.

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

4.45 16-1044

Committee action approving the recommended FY 2017 budget for Special Service Area Number 17 (SSA # 17) - Ivanhoe Estates.

(Agenda item was considered Tuesday, October 18, 2016.)

Deputy Finance and Administrative Services Director Ryan Horne indicated items 16-1026, 16-1027, 16-16-1041, 16-1042, 16-1043, and 16-1044 are special service areas (SSAs) that were established to repay bonds for construction projects or to fund maintenance of private streets.

A motion was made by Member Mandel, seconded by Member Taylor, that this committee action for items 16-1026, 16-1027, 16-1041, 16-1042, 16-1043, and 16-1044 be approved. Motion carried by voice vote.

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

5. Executive Session

There was no Executive Session.

6. County Administrator's Report

Member Mandel inquired why staff wage increases are being proposed at two and

one-quarter percent instead of two percent. County Administrator Barry Burton reported that the amount being proposed was discussed by staff and this number was found reasonable.

County Administrator Barry Burton noted that there will be no meetings scheduled for the week of October 24th.

7. Adjournment

The meeting was adjourned on Wednesday, October 19, 2016 at 1:59 p.m.

A motion was made by Member Carlson, seconded by Member Mandel, that the meeting be adjourned. The motion carried unanimously.

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

Minutes prepared by Blanca Vela-Schneider and Heidie Hernandez.

Respectfully submitted,

Chairman

Vice-Chairman

Financial and Administrative Committee