

# Lake County Illinois

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



## Meeting Minutes - Final

Tuesday, October 24, 2017

8:30 AM

**JOINT BUDGET MEETING WITH OTHER STANDING COMMITTEES**

**Assembly Room, 10th Floor**

**Financial and Administrative Committee**

**Call to order of Law & Judicial Committee**

*Law and Judicial Committee Chair Cunningham called the Law and Judicial Committee to order at 8:31 a.m.*

*Present 8 - Chair, Cunningham, Vice Chair, Calabresa, Member Bartels, Member Hart, Member Weber, Member Wyatt, Member Frank and Member Danforth*  
*Absent 1 - Member Paxton*

**1. Call to Order of Financial & Administrative Committee**

*Financial and Administrative Committee Chair Rummel called the Financial and Administrative Committee Meeting to order at 8:31 a.m.*

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

*Others present:*

*Barry Burton, County Administrator*  
*Howard Cooper, Coroner*  
*Jim Chamernik, Sheriff's Office*  
*Anthony Cooling, Finance and Administrative Services*  
*Chris Covelli, Sheriff's Office*  
*Mark Curran, Sheriff*  
*Patrice Evans, Courts Administration*  
*Francis Foy, Sheriff's Office*  
*Ben Gilbertson, Finance and Administrative Services*  
*Jodi Gingiss, Community Development*  
*Gary Gordon, Finance and Administrative Services*  
*Joy Gossman, Public Defender*  
*Mike Gregory, Sheriff's Office*  
*Heidie Hernandez, County Board Office*  
*Ryan Horne, Finance and Administrative Services*  
*John Idleburg, Lake County Resident*  
*Keith Kaiser, Sheriff's Office*  
*Mike Keller Sheriff's Office*  
*Aaron Lawlor, County Board Chairman*  
*Donna Jo Maki, County Administrator's Office*  
*Amy McEwan, Deputy County Administrator*  
*Wendy Morey, Stormwater Management Commission*  
*Michael Nerheim, State's Attorney*  
*Jerry Nordstrom, Health Department*  
*Mark Pfister, Health Department*  
*Gary Pickens, Regional Office of Education*  
*Jennifer Rathunde, Circuit Clerk's Office*

*Robert Richards, Sheriff's Office*  
*Jessica Rios, Merit Commission*  
*Sandra Ruckbeil, Public Defender's Office*  
*Jennifer Serino, Workforce Development*  
*Jennie Vana, Communications*  
*Eric Waggoner, Planning, Building and Zoning*  
*Mike Warner, Stormwater Management Commission*  
*David Wathen, Sheriff's Office*  
*Farrah Watson, Circuit Court Clerk's Office*  
*Michael Wheeler, Finance and Administrative Services*  
*Teri White, State's Attorney's Office*  
*Roycealee Wood, Regional Office of Education*  
*Dawn Wucki-Rossbach, Sheriff's Office*  
*Danny Davis, Court Administration*  
*Lee McCann, Merit Commission*  
*Chris Blanding, Information Technology*  
*Mary Stevens, Court Administration*  
*Rosemary Heilemann, League of Women Voters - Lake County*  
*Richard Barr, Lake County Resident*  
*Judy Martini, County Board Member*  
*Scot Kurek, Sheriff's Office*  
*Angela Cooper, Workforce Development*  
*Pam Riley, Health Department*  
*Loretta Dorn, Health Department*  
*Lisa Kritz, Health Department*  
*Tom Struck, Sheriff's Office*  
*Jennifer Witherspoon, Sheriff's Office*  
*Dakisha Wesley, Assistant County Administrator*  
*Paul Fetherston, Assistant County Administrator*

**2. Pledge of Allegiance**

*Member Carlson led the Pledge of Allegiance.*

**3. Addenda to the Agenda**

*There were no items added to the agenda.*

**4. Public Comment**

*There was no comment provided by the public.*

**5. Chairman's Remarks**

*There were no remarks from the Chairs.*

*Law and Judicial Committee Chair Cunningham noted that there is a physical quorum of the Financial and Administrative Committee and Law and Judicial Committee, and Member Bartels will be participating electronically due to illness.*

**6. New Business**

*Finance Director Gary Gordon thanked all staff and department head for their help on the proposed budget. He also informed the committees how the items will be presented.*

*Financial and Administrative Committee Chair Rummel noted that this meeting is strictly for budget purposes and encouraged the members keep their questions and comments on the topic of budget.*

**6.1 [17-1082](#)**

Presentation and consideration of proposed Fiscal Year 2018 Budget (see complete recommended budget attached).

*Ryan Horne, Finance and Administrative Services, thanked the various staff involved in the budget process, including the budget analysts, Communications' staff, and the Print Shop Services' staff.*

*Consistent with previous years, the vehicle and computer replacements are budgeted in each department. The amounts will be moved from the department to the general corporate fund. There is a non union merit base wage increase of 2.5 percent recommended in the fiscal year 2018 budget. In addition, consistent with the 2018 budget policy, new program requests were not considered unless they met certain criteria. Requests that did meet the criteria will be discussed during the respective department's presentation. Mr. Horne also noted that the fiscal year 2017 amounts under Modified Budget may include fiscal year 2016 carryovers. As directed in the 2018 budget policy a preliminary list of carryovers has also been provided.*

*Finance Director Gary Gordon clarified what double appropriations represent. He explained that the County budgets by fund, and some items such as health benefits, Federal Insurance Contributions Act (FICA) and Illinois Municipal Retirement Fund (IMRF) are budgeted twice. The purpose is to maintain separate funds to show the expenditures from each department, so the true cost of operation is known. In the budget book there will be a comparison of the budget with and without the double appropriations.*

**LAW & JUDICIAL**

**6.2 [17-1083](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Sheriff's Merit Commission.

*Mike Wheeler, Finance and Administrative Services, Merit Commission Chairman, Leo McCann and Jessica Rios of the Merit Commission presented. Mr. Wheeler reported that the budget is status quo and there are no significant changes, except personnel for savings.*

*Member Calabresa inquired on the decrease in candidates and why it has changed so dramatically. Mr. McCann responded that their theory is that the public's perception of*

*officers has deterred interest. Also, in 2016 two qualifying tests were conducted and it is believed that individuals that would have taken the test in 2017 were tested in 2016.*

*Finance Director Gary Gordon added that most of the Merit Commission's budget for staff is fixed. A reduction was not made based on the number of candidates projected.*

*Law and Judicial Committee*

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

*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

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

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

**6.3 [17-1084](#)**

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

*Mike Wheeler, Finance and Administrative Services, and Coroner Dr. Howard Cooper presented. Mr. Wheeler reported that the Coroner's budget is fairly flat. Changes include converting a part-time toxicologist position into a full-time position. This change will be cost neutral due to the elimination of two part-time positions. Mr. Wheeler noted that if the County Board does not approve the proposed changes, the budget will be modified accordingly. In addition, body removal services are requested in this budget. This service will be partially off set by reduced overtime. Additional savings are also expected when vehicles need to be replaced because the vehicle will be smaller. This service should also reduce the County's liability costs. Another change in the budget includes an increase in laboratory supplies, laboratory fees, and medical fees.*

*Dr. Cooper thanked the Finance and Administrative Services staff for their help with the proposed budget. He reported that the Coroner's Office has been really busy and this year cases have increased by 1,200 cases. Dr. Cooper discussed the increase in toxicology test, the reasons behind the increase, and the need for body removal services. He also reported on an increase in training required by the Union that was not prioritize by his predecessor. In addition, the Coroner's Office will work on public outreach to educate the public.*

*Member Hart inquired about the trips and training fees and why they are not included.*

*Finance Director Gary Gordon noted that the fees will be found in the Coroner's Fees.*

*Discussion occurred on the death rate increases and the causes.*

*Member Durkin asked for the percentage of toxicology reports done in house and how many are sent out. Dr. Cooper responded that all toxicology reports are done in house. The toxicology reports that are sent out are for opioids, to determine the specific type of opioid.*

*Law and Judicial Committee*

*A motion was made by Member Weber, seconded by Member Calabresa, that this committee action item be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.*

*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

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

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

**6.4 [17-1085](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Coroner Fees Fund.

*Law and Judicial Committee*

*A motion was made by Member Calabresa, seconded by Member Bartels, that this committee action item be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.*

*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

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

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

6.5 [17-1086](#)

Joint committee action approving the recommended Fiscal Year 2018 budget for the Public Defender.

*Mike Wheeler, Finance and Administrative Services, Public Defender Joy Gossman and Sandy Ruckebell, Public Defender's Office, presented the Public Defender's proposed budget. Mr. Wheeler reported that the budget is flat, there is a slight increase in salary reimbursement from the State. Capital cost are down as there are no computer replacement this year.*

*Ms. Gossman noted that Public Defender's Office is very grateful for the Depke office space.*

*Law and Judicial Committee*

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

*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

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

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

6.6 [17-1087](#)

Joint committee action approving the recommended Fiscal Year 2018 budget for the State's Attorney.

*Mike Wheeler, Finance and Administrative Services, and State's Attorney Mike Nerheim presented the State's Attorney's proposed budget. Mr. Wheeler noted that there has been an elimination of two full time positions. Recently, a federal grant was awarded that funds two existing victim advocate positions and a new additional victim advocate position. This decreases the full-time head count by one. Revenues such as child support reimbursement and a federal grant that supports a victim offender mediation program have decreased. These reductions are offset by a different federal grant that was awarded earlier this year and reimbursement from the Lake County Child Advocacy Center for labor costs that are not covered by a federal grant. Expenses have increased due to labor costs related to the new federal grant that funds the new victim advocate position, pay increases, and proficiency and capability increases.*

*Mr. Nerheim, thanked the Finance and Administrative Services Staff and Terri White of*

*the State's Attorney's Office. He reported that the office has been aggressively applying for grants. He also reported on several programs including the alternative prosecution program and its expansion to include misdemeanors, the special investigation division which is continuing to become accredited through the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA), the improvement of the evidence storage area in the State's Attorney's Office, the case review panel that identifies and prevents wrongful convictions, the opioid initiative, text-a-tip and other programs.*

*Mr. Nerheim noted that he and his staff are thankful for the upgrades made to the Depke Detention Center.*

*Vice Chair Calabresa commended Mr. Nerheim on the services that his office provides regarding the opioid epidemic. She also reminded everyone that on October 28, 2017, it is national drug take back day and encouraged everyone to turn in all unused prescription drugs.*

*Law and Judicial Committee*

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

*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

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

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

**6.7 [17-1089](#)**

*Joint committee action approving the recommended Fiscal Year 2018 budget for the State's Attorney Automation Fund.*

*Mike Wheeler, Finance and Administrative Services, reported that the State's Attorney's Records Automation fund has a had a slightly decreasing trend since 2016 and based on fiscal year 2017, it is expected to further decrease in fiscal year 2018.*

*Law and Judicial Committee*

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

*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels,*



*Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

**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 Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**6.8 [17-1090](#)**

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

*Mike Wheeler, Finance and Administrative Services, Sheriff Mark Curran, and staff reviewed the Sheriff's proposed budget. Mr. Wheeler reported revenues in the general fund are down by 4 percent. A State and Federal grant have been eliminated. This proposed budget also includes projected revenues for the recommended increases in fees and fines. If the recommended increases are not approved by the Board the budget will be modified accordingly. Expenses have increased due to a union negotiated wage increase that was not in place in fiscal year 2017, as well as the 2.5 percent wage increase that has been applied across the board for fiscal year 2018. In addition, food, medical and supply costs have increased due to an additional jail pod being open since 2016. The jail pod has been primarily staffed by employee overtime, which will now be included in the general operating expenditure (GOE) fund. There have also been technology initiatives that have led to the increase including body cameras which are at the end of life, and the Information Technology staff augmentation that is in the proposed fiscal year 2018 budget.*

*The Sheriff's Office staffing count is flat. There is one position that became vacant because of the Accelerated Retirement Option (ARO), this position has been converted into two part-time positions. The fiscal year 2018 budget includes two position reclassification at the level recommended by Human Resources. These recommendations will be requested at a future meeting and if they are not approved the budget will be modified.*

*Sheriff Curran, introduced new staff members. He noted a number of new grants were received in fiscal year 2017, including a grant fund for the body camera program, also implemented in fiscal year 2017. He also provided updates on several other programs and added that the Sheriff's Office will continue to work towards becoming accredited. Additionally, processes and procedures are continuously looked at to ensure they are efficient and effective.*

*Dawn Wucki-Rossbach, Sheriff's Office, added that the body camera policy has been approved by the Illinois Department of Justice and reported on other grants and agreements.*

*Discussion ensued on the increase in medical fees.*

*Vice Chair Calabresa encourages staff to determine the reasons behind the increase in jail population when there is a decrease in crime. Discussion continued.*

*Law and Judicial Committee*

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

*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

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

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

**6.9 [17-1091](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Transportation Safety Hire-back Fund.

*Mike Wheeler, Finance and Administrative Services reported that the revenues are projected to be flat in fiscal year 2018, contractual expenses increased and will be transferred to Highway Patrol to cover the cost of officer patrol in non-interstate highway construction zones. Capital expenditures increased and will be used by officers patrolling non-interstate highway construction zones.*

*Finance Director Gary Gordon noted that this is a restricted limited fund.*

*Law and Judicial Committee*

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

*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

**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 Bartels, Member Carlson, Member Durkin, Member Hewitt, Member Pedersen and Member Taylor

**6.10 17-1092**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Circuit Court Clerk.

*Mike Wheeler, Finance and Administrative Services, Circuit Court Clerk Erin Cartwright Weinstein and Farrah Watson, Circuit Court Clerk's Office presented the Circuit Court Clerk's Budget. Revenues are projected to be flat, expenses have increased due to the wage increase. Operation supplies has also increased due to the anticipated costs of toner needed for the implementation of electronic filing (e-filing). There are three position reclassification that will be requested at a future meeting and if the recommendations are not approved the budget will be adjusted.*

*Ms. Cartwright Weinstein reported that cost adjustments have been made and facilities has been working on changes in the Office to accommodate e-filing. In addition, the Circuit Court Clerk's Office has been receiving electronic payments for last three weeks. Ms. Cartwright Weinstein provided an update on a few programs including waiving collection fees on fines, passport services and replenishing the document storage and court automation fund. Discussion ensued.*

*Member Hart inquired on the operational supplies and where the funds came from. Farrah Watson Circuit Court Clerk's Office reported that \$100,000 was moved to operational supplies and added \$50,000 for toner costs. Member Hart asked why the toner costs are increasing instead of decreasing. Ms. Cartwright Weinstein added that currently, the office will receive copies of documents from attorneys, however, with e-filing those copies will no longer be provided and the office will be required to print copies, therefore, increasing the use and cost of paper and toner.*

*Discussion ensued on other Circuit Court Clerk's accounts.*

*Law and Judicial Committee*

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

*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

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

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

6.11 [17-1093](#)

Joint committee action approving the recommended Fiscal Year 2018 budget for the Document Storage Fee.

*Mike Wheeler Finance and Administrative Services presented on the proposed budgets for Document Storage, Electronic Citation Fee and Court Automation Fee. Mr. Wheeler reported that the Document Storage fund revenues and expenses have decreased. Electronic Citation's revenues are expected to decrease and there are no expenses budgeted. The Court Automation fee fund's revenues are expected to decrease based on prior actuals expenses are expected to increase due to employee performance incentive, support contract increases and computer related purchases. Finance Director Gary Gordon added that this is a shared fund with the Nineteenth Judicial Circuit.*

*Circuit Court Clerk Erin Cartwright Weinstein added that a request will be brought to committee next week for an increase in Document Storage and Court Automation fees.*

*Law and Judicial Committee*

*A motion was made by Vice Chair Calabresa, seconded by Member Wyatt, that items 6.11 through 6.13 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.*

*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

**A motion was made by Member Durkin, seconded by Member Hewitt, that the committee action items 6.11 through 6.13 be approved. Motion carried by voice vote.**

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

6.12 [17-1094](#)

Joint committee action approving the recommended Fiscal Year 2018 budget for the Electronic Citation Fee.

*Law and Judicial Committee*

*A motion was made by Vice Chair Calabresa, seconded by Member Wyatt, that items 6.11 through 6.13 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.*

*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

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

**committee action items 6.11 through 6.13 be approved. Motion carried by voice vote.**

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

**6.13 [17-1095](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Court Automation Fee.

*Law and Judicial Committee*

*A motion was made by Vice Chair Calabresa, seconded by Member Wyatt, that items 6.11 through 6.13 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.*

*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

**A motion was made by Member Durkin, seconded by Member Hewitt, that the committee action items 6.11 through 6.13 be approved. Motion carried by voice vote.**

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

**6.14 [17-1096](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Circuit Courts.

*Mike Wheeler, Finance and Administrative Services, Chief Judge Jorge Ortiz, Mary Stevens, Courts Administration, and Danny Davis, Courts Administration, presented the proposed budget for the Circuit Courts. Revenues have increased for certain fees. Expenses have decreased due to the Accelerated Retirement Option (ARO) and the budget for juror fees has decreased. The Court's staff count has remained flat. The Hulse Detention Center's revenue budget is down by one percent and the decrease is off set by the reimbursement of the Regional Office of Education for expenses associated with educational programs provided to Detention Center's residents. Expenses are flat due to the ARO, and filling vacant positions at a lower rate. Both the Children's Waiting Room and the Law Library's revenues are down, and expenses are also down due to a change in staff. Probation Services revenues are projected to decline due to declining fees and expenses are also down. The decrease in expense is partially offset by an increase in miscellaneous contractual services to fund services related to the crime victim service program.*

*Chief Judge Ortiz provided a background on the courts responsibilities, expounded on the Courts commitment to keeping the community a safe place while being fiscally responsible and provided updates on several programs. In addition, to the normal budget requests, the Courts are requesting funding for two additional pretrial service officers. The*

*Lake County Adult Probation Pretrial Services Unit has experienced an increase in the number of bond investigations and defendants placed on pretrial bond supervision. Discussion ensued on the need for pretrial services. He also reported that this request is not being recommended because it is considered a new program request that does not meet the criteria of being legislatively mandated.*

*Finance Director Gary Gordon provided further explanation that in 2016 permanent ongoing cuts across all departments were requested. The Courts made their reductions by underfunding salaries and holding vacancies throughout the year as opposed to eliminating positions. In 2017 positions were fully funded and the budget was reduced by the original reductions from 2016. This will continue on in 2018. To restore the reduced amount will be considered an increase. The Finance and Administrative Services Department recommends that this reduction amount be carried over to 2018 as it was in 2017. He also noted that the Courts budget is down because of the ARO. In addition, the Courts request for additional staff members is not recommended. There have been similar requests from other departments that were also not recommended.*

*Discussion ensued on the need and the consequences that may occur if the requested positions are not funded.*

*Member Danforth expressed his support for granting the Courts request for two additional pretrial service officers, and recommended that if the committees will not grant two officers, to consider approving one additional pretrial service officer.*

*County Administrator Barry Burton reported that data on this will be looked at and will return to the Law and Judicial Committee Meeting.*

#### *Law and Judicial Committee*

*A motion was made by Member Calabresa, seconded by Member Bartels, that this committee action item be approved and referred on to the Financial and Administrative Committee. Motion carried by voice vote.*

*Aye: 7 - Chair Cunningham, Vice Chair Calabresa, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Nay: 1 - Member Danforth*

*Absent: 1 - Member Paxton*

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

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

**6.15 [17-1097](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Hulse Detention Center.

*Law and Judicial Committee*

*A motion was made by Member Wyatt, seconded by Member Weber, that items 6.15 through 6.19 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.*

*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

**A motion was made by Member Carlson, seconded by Member Taylor, that the committee action items 6.15 through 6.19 be approved. Motion carried by voice vote.**

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

**6.16 [17-1099](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Children's Waiting Room Fund.

*Law and Judicial Committee*

*A motion was made by Member Wyatt, seconded by Member Weber, that items 6.15 through 6.19 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.*

*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

**A motion was made by Member Carlson, seconded by Member Taylor, that the committee action items 6.15 through 6.19 be approved. Motion carried by voice vote.**

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

**6.17 [17-1100](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Law Library.

*Law and Judicial Committee*

*A motion was made by Member Wyatt, seconded by Member Weber, that items 6.15 through 6.19 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.*



*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

**A motion was made by Member Carlson, seconded by Member Taylor, that the committee action items 6.15 through 6.19 be approved. Motion carried by voice vote.**

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

**6.18 [17-1101](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Probation Services Fee.

*Law and Judicial Committee*

*A motion was made by Member Wyatt, seconded by Member Weber, that items 6.15 through 6.19 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.*

*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

**A motion was made by Member Carlson, seconded by Member Taylor, that the committee action items 6.15 through 6.19 be approved. Motion carried by voice vote.**

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

**6.19 [17-1103](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Neutral Site Custody Exchange Fee.

*Law and Judicial Committee*

*A motion was made by Member Wyatt, seconded by Member Weber, that items 6.15 through 6.19 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.*

*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

**A motion was made by Member Carlson, seconded by Member Taylor, that the committee action items 6.15 through 6.19 be approved. Motion carried by voice vote.**

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



**Adjournment of the Law & Judicial Committee**

*The Law and Judicial Meeting ended at 12:00 P.M.*

*Law and Judicial Committee*

*A motion was made by Vice Chair Calabresa seconded by Member Wyatt, that this meeting be adjourned. The motion carried unanimously.*

*Aye: 8 - Chair Cunningham, Vice Chair Calabresa, Member Danforth, Member Bartels, Member Frank, Member Hart, Member Weber and Member Wyatt*

*Absent: 1 - Member Paxton*

*The Financial and Administrative Committee remained in session.*

**Call to Order of the Health & Community Services Committee**

*Health and Community Services Committee Chair Carlson called meeting to order at 12:22 p.m.*

*Present 6 - Chair Carlson, Vice Chair, Hart, Member Calabresa, Member Cunningham, Member Frank and Member Martini*

*Absent 1 - Member Paxton*

*Chair Carlson reported that the Pledge of Allegiance will be waived as it was recited at 8:30 a.m.*

*Financial and Administrative Committee Chair Rummel noted that the Financial and Administrative Committee remained in session.*

**HEALTH & COMMUNITY SERVICES**

**6.20 [17-1104](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Veteran's Assistance Commission.

*Anthony Cooling, Finance and Administrative Services introduced the new Veterans Assistance Commission's (VAC) Superintendent Andrew Tangen and presented the Veterans Assistance Commission's proposed budget. Mr. Cooling reported due to an intergovernmental agreement, the County and the VAC will work closer together and the County will manage their financial services. There are some changes in the budget compared to last year. The VAC is now being charged rent for their current facility. Meanwhile, their indirect cost allocation is reduced to better reflect the actual expenses and oversight. In addition, there has been a reduction in travel expenses for annual certification training because the training location is closer to Lake County.*

*Superintendent Tangen provided an update on the services provided to veterans. He noted that the veteran population served in Lake County has increased from 16 to 21 percent.*

*Member Martini asked if purchasing a building for the VAC has been considered. Finance Director Gary Gordon responded that there is an ongoing effort to look at all leased facilities and opportunities where space is available but it is a matter of location and public access.*

*Health and Community Services Committee Chair Carlson asked how the percentage of service will increase when the budget is decreasing. Superintendent Tangen responded that the VAC is using all free public outreach methods and has partnered with the Sheriff's Department for a program called the Veteran Ambassador Program. He also provided other goals and strategies to help the veteran population in Lake County. Discussion occurred on the homeless veteran population and services offered.*

*Health and Community Services Committee Chair Carlson asked if there is any data on individuals recently discharged from the military. Mr. Tangen responded that every six months the Department of Defense provides a list of addresses for individuals that will be discharged.*

*Health and Community Services Committee*

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

*Aye: 6 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, Member Frank, and Member Martini*

*Absent: 1 - Member Paxton*

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

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

#### **6.21 [17-1105](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Regional Office of Education.

*Anthony Cooling, Finance and Administrative Services and Lake County Regional Superintendent of Schools Roycealee Woods presented the Regional Office of Education's budget. Mr. Cooling noted that the budget has not significantly changed compared to last year. There are increases in employee health, life and dental costs. Revenues have increased due to the intergovernmental transfer now covering increased*

*benefit costs of a co-funded Regional Office of Education.*

*Health and community Services Committee*

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

*Aye: 6 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, Member Frank, and Member Martini*

*Absent: 1 - Member Paxton*

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

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

**6.22 [17-1106](#)**

Joint committee action approving the recommended Fiscal Year 2018 for Community Development (HUD Grants).

*Mike Wheeler, Finance and Administrative Services and Jodi Gingiss, Community Development, presented. Mr. Wheeler reported the revenue and expenses are down. Revenues are down due to decreases in the Community Development Block Grant (CDBG) and the HOME Investment Partnerships Program (HOME) revenue. Expenses are down as there is a vacant position that is unfunded for fiscal year 2018. There are no capital dollars in this budget as there are no computer equipment replacements scheduled for 2018.*

*Ms. Gingiss reported that the Community Development Commission is two years into a five year plan for the strategic investment of fund dollars in revitalizing neighborhoods, strengthening the supply of affordable housing, supporting individuals with disabilities and individuals living in poverty. She also provided an update on recent projects such as making the Bridge House wheelchair accessible with the use of CDBG funds, the Black Chamber of Commerce of Lake County offering a new small business loan fund, that has funded the expansion of multiple small businesses in the Waukegan area and communities like Mundelein, Fox Lake and Zion using CDBG funds to improve the appearance of commercial structures in their communities. In addition, she reported that an audit was recently conducted by HUD, and was very happy to report there were no findings.*

*Mr. Wheeler noted that Community Development received a supplemental allocation for the Emergency Solutions Grants Program (ESG) and in addition, a transfer of funds into the Community Development Budget will occur to match what is transferred from the General Fund for Video Gaming Administration. Both items will be offset by an increase in*

*the Pass Thru Grants account. Finance Director Gary Gordon clarified that this is money that was learned about after the budget process, and is requesting the amendment to allow Community Development to use the funds.*

*Health and Community Services Committee*

*A motion was made by Member Calabresa, seconded by Vice Chair Hart, that this committee action be approved, as amended, and referred to the Financial and Administrative Committee. Motion carried by voice vote.*

*Aye: 6 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, Member Frank, and Member Martini*

*Absent: 1 - Member Paxton*

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

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

**6.23 17-1107**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Workforce Development Department.

*Anthony Cooling, Finance and Administrative Services, and Jennifer Serino, Workforce Development Department presented. Mr. Cooling reported that Workforce Development received an increase in their annual federal grant. Workforce's budget reflects an increase due to the Work Experience program, Client Tuition and business training grants. Regular salaries and wages are down because of an elimination of two positions. The budget has increased in consultants as Lake County Partners has added additional activities to the current agreement.*

*Ms. Serino reported that the Workforce Development continues to partner with the Lake County Partners on the successful business outreach program. Lake County Partners has visited over 200 employers with this program and has connected 80 of those employers with Workforce Development to build on workforce solutions and determine what challenges employers face. Through meeting with the employers Workforce Development has decided to expand its program offerings to include employer engagement for work based learning. She also added that the Job Center is included in this program and provided the number of individuals that visited the Job Center, the number of individuals served and reported on the different type of programs offered.*

*Health and Community Services Committee Chair Carlson asked if the Workforce Development received an increase in funds because the employment rate is increasing. Ms. Serino added that the Workforce Development Department received more funds because the state received more funds.*

*Health and Community Services Committee*

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

*Aye: 6 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, Member Frank, and Member Martini*

*Absent: 1 - Member Paxton*

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

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

**6.24 [17-1108](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for Winchester House.

*Finance Director Gary Gordon reported that there are two expense lines. One is for the management fee paid to the current operator and the other is a transfer to facilities to cover the cost of maintaining the building.*

*Health and Community Services Committee*

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

*Aye: 6 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, Member Frank, and Member Martini*

*Absent: 1 - Member Paxton*

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

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

**6.25 [17-1109](#)**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Health Department.

*Mike Wheeler, Finance and Administrative Services, and Health Department Director Mark Pfister presented the Health Department and Tuberculosis (TB) Clinic's proposed budget. Mr. Wheeler reported that the Health Department's revenues are flat, revenue mix continues to change due to the transition to managed care and insurance carriers. License*

*and permit revenues have increased due to revenues from food permits. He also noted that intergovernmental revenue has slightly decreased. Charges for services are also down due to the decrease in dental fees. Personnel costs are down due to the Accelerated Retirement Option (ARO) and the elimination of seven positions. There is an increase in positions but those positions are funded by grants. In Addition, commodities have increased, contractual costs are flat and capital expenditures include the replacement of vehicles, computers and computer equipment. Mr. Wheeler provided budget highlights on the TB Clinic. He reported that revenue outside of property taxes are flat and property tax revenue has decreased. A full-time position was added through reallocated staffing from the Health Department and capital costs are down as there are no vehicle replacements planned for the 2018 fiscal year.*

*Member Frank noted that there is a conflict of interest and left the meeting at 1:00 p.m.*

*Mr. Pfister reported that the budget is reflecting what is happening at the State and federal level. Tomorrow a presentation will be provided at the Board of Health Meeting on grants that were not reauthorized such as the Community Health Center's grant.*

*Vice Chair Hart asked if the number of positions that are grant funded is known. Mr. Pfister responded that a majority of positions are tied to grant funding or reimbursement.*

*Member Martini asked how many TB cases have been seen. Mr. Pfister responded that there have been about 10 to 20 cases of active TB every year that are foreign born. Discussion ensued on the TB Clinic's budget.*

*Discussion ensued on the Health Department's budget.*

*Health and Community Services Committee*

*A motion was made by Member Cunningham, seconded by Member Calabresa, that items 6.25 through 6.27 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.*

*Aye: 5 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, and Member Martini*

*Not Present: 1 - Member Frank*

*Absent: 1 - Member Paxton*

**A motion was made by Member Hewitt, seconded by Member Pedersen, that the committee action items 6.25 through 6.27 be approved. Motion carried by voice vote.**

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

**6.26 17-1110**

Joint committee action approving the recommended Fiscal Year 2018 budget for the Tuberculosis (TB) Clinic.

*Health and Community Services Committee*

*A motion was made by Member Cunningham, seconded by Member Calabresa, that items 6.25 through 6.27 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.*

*Aye: 5 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, and Member Martini*

*Not Present: 1 - Member Frank*

*Absent: 1 - Member Paxton*

**A motion was made by Member Hewitt, seconded by Member Pedersen, that the committee action items 6.25 through 6.27 be approved. Motion carried by voice vote.**

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

**6.27 17-1111**

Joint committee action approving the recommended Fiscal Year 2018 budget for Special Service Area Number Eight (SSA # 8) - Loon Lake.

*Health and Community Services Committee*

*A motion was made by Member Cunningham, seconded by Member Calabresa, that items 6.25 through 6.27 be approved and referred on to the Financial and Administrative Committee. The motion carried unanimously.*

*Aye: 5 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, and Member Martini*

*Not Present: 1 - Member Frank*

*Absent: 1 - Member Paxton*

**A motion was made by Member Hewitt, seconded by Member Pedersen, that the committee action items 6.25 through 6.27 be approved. Motion carried by voice vote.**

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

**Adjournment of the Health & Community Services Committee**

*The Health and Community Services Committee ended at 1:35 p.m.*

*Health and Community Services Committee*

*A motion was made by Member Cunningham seconded by Vice Chair Hart, that this meeting be adjourned. The motion carried unanimously.*

*Aye: 5 - Chair Carlson, Vice Chair Hart, Member Calabresa, Member Cunningham, and Member Martini*

*Not Present: 1 - Member Frank*

*Absent: 1 - Member Paxton*

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

#### **FINANCIAL & ADMINISTRATIVE**

##### **6.28 [17-1118](#)**

\*

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

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

*(Items 6.28 and 6.29 were taken together.)*

*County Clerk Carla Wyckoff, Debra Nieto, County Clerk's Office, Anthony Cooling, Finance and Administrative Services, and Ryan Horne, Finance and Administrative Services, presented the proposed budget for the County Clerk and Vital Records Automation.*

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

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



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

**A motion was made by Member Carlson, seconded by Member Pedersen, that items 6.28 and 6.29 be approved. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Hewitt

**6.29 [17-1119](#)**

\*

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

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

**A motion was made by Member Carlson, seconded by Member Pedersen, that items 6.28 and 6.29 be approved. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Hewitt

**6.30 [17-1120](#)**

\*

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

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

*(Items 6.30 through 6.32 were taken together.)*

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

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

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

**A motion was made by Member Pedersen, seconded by Member Carlson, that items 6.30 through 6.32 be approved. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Hewitt

**6.31 [17-1121](#)**

\*

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

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

**A motion was made by Member Pedersen, seconded by Member Carlson, that items 6.30 through 6.32 be approved. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Hewitt

**6.32 [17-1122](#)**

\*

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

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

**A motion was made by Member Pedersen, seconded by Member Carlson, that items 6.30 through 6.32 be approved. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Hewitt

**6.34 [17-1123](#)**

\*

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

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

*(Items 6.33 and 6.34 were taken together.)*

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

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

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

**A motion was made by Member Pedersen, seconded by Member Durkin, that items 6.33 and 6.34 be approved. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Hewitt

**6.33 [17-1124](#)**

\*

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

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

**A motion was made by Member Pedersen, seconded by Member Durkin, that items 6.33 and 6.34 be approved. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Hewitt

**6.35 [17-1125](#)**

\*

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

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

*(Items 6.35 and 6.36 were taken together.)*

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

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

**A motion was made by Member Durkin, seconded by Member Bartels, that items 6.35 and 6.36 be approved. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Hewitt

**6.36 [17-1126](#)**

\*

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

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

**A motion was made by Member Durkin, seconded by Member Bartels, that items 6.35 and 6.36 be approved. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Hewitt

**6.37 [17-1128](#)**

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

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

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

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

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

**6.38 [17-1129](#)**

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

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

*(Agenda items 6.38 through 6.42 were considered together).*

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

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

**A motion was made by Member Pedersen, seconded by Member Carlson, that items 6.38 through 6.42 be approved. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Hewitt

**6.39 [17-1130](#)**

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

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

**A motion was made by Member Pedersen, seconded by Member Carlson, that items 6.38 through 6.42 be approved. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Hewitt

**6.40 [17-1131](#)**

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

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

**A motion was made by Member Pedersen, seconded by Member Carlson, that items 6.38 through 6.42 be approved. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Hewitt

**6.41 [17-1132](#)**

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

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

**A motion was made by Member Pedersen, seconded by Member Carlson, that items 6.38 through 6.42 be approved. Motion carried by voice vote.**

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

**Not Present:** 1 - Member Hewitt

**6.42 [17-1133](#)**

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

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

**A motion was made by Member Pedersen, seconded by Member Carlson, that items 6.38 through 6.42 be approved. Motion carried by voice vote.**

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

**6.43 [17-1134](#)**

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

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

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

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

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

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

**6.44 [17-1135](#)**

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

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

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

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

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

**6.45 [17-1136](#)**

Committee action approving the recommended Fiscal Year 2018 budget for Video Gaming.

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

*Ben Gilbertson, Finance and Administrative Services, reported that 2017 was the first year*

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

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

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

**6.46 [17-1137](#)**

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

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

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

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

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

**6.47 [17-1138](#)**

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

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

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

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

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

**Not Present:** 1 - Member Hewitt



6.48 [17-1139](#)

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

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

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

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

6.49 [17-1140](#)

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

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

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

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

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

6.50 [17-1141](#)

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

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

**A motion was made by Member Carlson, seconded by Member Pedersen, that items 6.50 through 6.53 be approved. The motion carried unanimously.**

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

6.51 [17-1142](#)

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

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

**A motion was made by Member Carlson, seconded by Member Pedersen, that items 6.50 through 6.53 be approved. The motion carried unanimously.**

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



**6.52 [17-1143](#)**

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

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

**A motion was made by Member Carlson, seconded by Member Pedersen, that items 6.50 through 6.53 be approved. The motion carried unanimously.**

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

**6.53 [17-1146](#)**

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

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

**A motion was made by Member Carlson, seconded by Member Pedersen, that items 6.50 through 6.53 be approved. The motion carried unanimously.**

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

**6.54 [17-1147](#)**

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

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

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

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

**6.55 [17-1148](#)**

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

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

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

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

**6.56 [17-1149](#)**

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

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

**A motion was made by Member Hewitt, seconded by Member Taylor, that items 6.56**

through 6.59 be approved. Motion carried by voice vote.

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

**6.57 [17-1150](#)**

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

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

**A motion was made by Member Hewitt, seconded by Member Taylor, that items 6.56 through 6.59 be approved. Motion carried by voice vote.**

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

**6.58 [17-1151](#)**

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

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

**A motion was made by Member Hewitt, seconded by Member Taylor, that items 6.56 through 6.59 be approved. Motion carried by voice vote.**

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

**6.59 [17-1152](#)**

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

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

**A motion was made by Member Hewitt, seconded by Member Taylor, that items 6.56 through 6.59 be approved. Motion carried by voice vote.**

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

**6.60 [17-1153](#)**

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

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

**A motion was made by Member Bartels, seconded by Member Durkin, that items 6.60 through 6.65 be approved. Motion carried by voice vote.**

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

**6.61 [17-1154](#)**

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

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

**A motion was made by Member Bartels, seconded by Member Durkin, that items 6.60 through 6.65 be approved. Motion carried by voice vote.**

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

**6.62 [17-1155](#)**

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

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

**A motion was made by Member Bartels, seconded by Member Durkin, that items 6.60 through 6.65 be approved. Motion carried by voice vote.**

**6.63 [17-1156](#)**

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

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

**A motion was made by Member Bartels, seconded by Member Durkin, that items 6.60 through 6.65 be approved. Motion carried by voice vote.**

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

**6.64 [17-1157](#)**

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

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

**A motion was made by Member Bartels, seconded by Member Durkin, that items 6.60 through 6.65 be approved. Motion carried by voice vote.**

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

**6.65 [17-1158](#)**

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

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

**A motion was made by Member Bartels, seconded by Member Durkin, that items 6.60 through 6.65 be approved. Motion carried by voice vote.**

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

6.66 [17-1159](#)

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

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

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

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

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

**Not Present:** 1 - Member Hewitt

**7. Members Remarks**

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

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

**8. Adjournment**

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

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

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

**Not Present:** 1 - Member Hewitt

**Next Meeting: THE TUESDAY, OCTOBER 24, 2017 JOINT BUDGET MEETING  
WILL CONTINUE INTO WEDNESDAY, OCTOBER 25, 2017 AT 8:30 A.M.**

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

*Respectfully submitted,*

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*Chair*

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*Vice-Chair*

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*Financial and Administrative Committee*