

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, October 24, 2018

10:00 AM

**JOINT BUDGET MEETING
(Please Note Start Time)**

Assembly Room, 10th Floor

Planning, Building and Zoning Committee

1. Call to Order

Chair Weber called the Planning, Building and Zoning Committee to order at 10:02 a.m.

Present 7 - Chair Weber, Vice Chair Martini, Member Bartels, Member Pedersen, Member Werfel, Member Wilke and Member Mathias

Financial and Administrative Committee

Chair Rummel reminded the public that the Financial and Administrative Committee is still in session.

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

Others Present:

Barry Burton, County Administrator

Amy McEwan, Deputy County Administrator

Dakisha Wesley, Assistant County Administrator

Paul Fetherston, Assistant County Administrator

Patrice Sutton, Finance and Administrative Services

Doretha Johnson, Division of Transportation

Kevin Kerrigan, Division of Transportation

Wendy Morey, Stormwater Management Commission

Al Giertych, Division of Transportation

Tom Sody, Division of Transportation

Paul Lindemann, Division of Transportation

Erice Lostroscio, Division of Transportation

Paul Serzynski, Division of Transportation/Lake County Resident

Peter Krawczyk, Division of Transportation/Lake County Resident

Chris Sugrue, Division of Transportation

Rodney Worden, Division of Transportation

Andrea Norwood, Public Works

Richard Fahy, Local 150 Union

Ryan Horne, Finance and Administrative Services

Shane Schneider, Division of Transportation

Heather Galan, Public Works

Anthony Cooling, Finance and Administrative Services

Rodney Marion, Human Resources

Chris Kopka, Human Resources

Brooke Hooker, Communications

RuthAnne Hall, Purchasing

Jim Chamernik, Sheriff's Office

Jennie Vana, Communications

Chris Blanding, Information Technology

Kurt Woolford, Stormwater Management Commission

Dawn Wucki-Rossbach, Sheriff's Office
Mike Wheeler, Finance and Administrative Services
John Wasik, Lake County Resident
David Hare, Sheriff's Office
Mike Prusila, Stormwater Management Commission
Holly Kim, Lake County Resident
Dick Barr, Lake County Resident
Keith Kaiser, Sheriff's Office
Jeremiah Varco, Facilities and Construction
Tom Nelson, Lake County Resident
Mark Pfister, Health Department
Karson Wolawmik Albert, Galgnam Foundation
Bruce Johnson, NICASA
Zach Creer, Finance and Administrative Services
Shantel Franklin, Finance and Administrative Services
Cynthia Haran, Recorder of Deeds
Martin Paulson, Chief County Assessor's Office
Brett Barganz, Information Technology
Carla Wyckoff, County Clerk's Office
Debra Nieto, County Clerk's Office
Kipp Wilson, County Clerk's Office
Kimberly Elliott, Treasurer's Office
David Stolman, Treasurer's Office
Conor Schultz, County Administrator's Office
Jim McCulloch, Treasurer's Office
Natalie Corrigan, Lake County Resident
Blanca Vela-Schneider, County Board Office
Heidie Hernandez, County Board Office

2. Pledge of Allegiance

Planning, Building and Zoning Committee
Chair Weber led the Pledge of Allegiance.

3. Addenda to the Agenda

There were no additions or amendments to the agenda.

4. Public Comment

There were no comments from the public.

5. Chairman's Remarks

There were no remarks from the Chairs.

6. New Business

6.1 [18-1180](#)

Presentation and consideration of proposed Fiscal Year 2019 Budget (see complete recommended budget attached).

Attachments: [FY 2019 Recommended Budget](#)

Ryan Horne, Finance and Administrative Services, dispensed with the presentation, noting that it had been presented during the Public Works and Transportation Committee Joint Budget Hearing.

The presentation was dispensed at the request of the Committee Chairs.

6.2 [18-1217](#)

Joint committee action approving the recommended Fiscal Year 2019 budget for Planning, Building and Development.

Planning, Building and Development (PBD) Director Eric Waggoner, Matt Meyers and Anita Patel, PBD, and Zach Creer, Finance and Administrative Services, presented the proposed budget for the PBD.

Mr. Creer indicated that revenue from building permit fees have slightly increased due to changes in the PBD permit fee schedule. Other revenue remains flat. Elevator permit fees have decreased due to the filling of a vacant position in the department with an employee who does not have elevator certification. This decrease is offset with an increase in zoning fees. Mr. Creer indicated that there has been a shift in expenses from contractuals to personnel. Three vehicles will be replaced with more fuel efficient vehicles.

Mr. Waggoner indicated that PBD continues to evaluate its processes for efficiencies. The department continues to look for shared service opportunities through intergovernmental agreements with other county and municipal agencies. These opportunities may include shifting some work from the department to another municipal agency. Mr. Waggoner remarked on operational improvements through technology enhancements.

Mr. Meyers indicated that the Tyler Government system has provided opportunities to streamline administrative time, improve customer satisfaction with online features and support, and has generated efficiencies by providing same-day issuance of certain permits and allowing people to request inspections online.

Ms. Patel discussed improvements in internal shared services, including moving payroll to the Division of Transportation, sharing services related to compliance inspections with Stormwater Management and Public Works. She also reported that due to a backlog of administrative adjudication issues, staff has worked with the Health Department for additional staff support.

Planning, Building and Zoning Committee

Chair Weber inquired whether the County is able to collect revenue from municipalities who choose to utilize the County's license with Tyler Gov System. Mr. Meyers indicated that the County does not receive any revenue, noting that the goal is to improve long-term efficiencies.

Financial and Administrative Committee

Member Hewitt inquired whether fuel efficient cars require more maintenance. Deputy County Administrator Amy McEwan indicated that the Division of Transportation maintains vehicles. She noted that statistical data has shown that Prius vehicles have not seen an increase in maintenance.

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

Aye: 7 - Chair Weber, Vice Chair Martini, Member Bartels, Member Pedersen, Member Werfel, Member Wilke and Member Mathias

Financial and Administrative Committee

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

6.3 [18-1218](#)

Joint committee action approving the recommended Fiscal Year 2019 budget for Stormwater Management.

Mike Warner and Wendy Morey, Stormwater Management Commission (SMC) , and Zach Creer, Finance and Administrative Services, presented the proposed budget for Stormwater Management.

Mr. Creer indicated that the revenue from other counties has increased because the SMC has assumed the administrative duties for the North Branch Chicago River Watershed Workgroup and the Des Plaines River Watershed Workgroup. Expenses will increase due to projected salary increases.

Mr. Warner reported that due to increased activity, SMC has been able to hire five interns to support staff. Mr. Warner indicated that SMC has looked at opportunities for shared services which has resulted in Lake County working collaboratively with Cook County. Discussion ensued.

Planning, Building and Zoning Committee

Member Martini inquired where the rain and stream gauge equipment will be replaced. Mr. Warner replied that only the failing gauges would be replaced throughout the county.

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

Aye: 7 - Chair Weber, Vice Chair Martini, Member Bartels, Member Pedersen, Member Werfel, Member Wilke and Member Mathias

Financial and Administrative Committee

A motion was made by Member Taylor, seconded by Member Carlson, 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

7. Members' Remarks

There were no members' remarks.

8. Adjournment of the Planning, Building and Development Committee. The Financial and Administrative Committee may remain in session to review and approve other departmental budgets.

The Planning, Building and Zoning Committee be adjourned at 10:32 a.m.

Financial and Administrative Committee

Chair Rummel reminded the public that the Financial and Administrative Committee is still in session.

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

Aye: 7 - Chair Weber, Vice Chair Martini, Member Bartels, Member Pedersen, Member Werfel, Member Wilke and Member Mathias

Next Meeting: October 31, 2018

Meeting minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chair

Vice-Chair

Public Works, Planning, and Transportation Committee