

Lake County Illinois

*Central Permit Facility
500 W. Winchester Road
Libertyville, Illinois 60048*



Meeting Minutes - Draft

Wednesday, October 21, 2020

8:30 AM

JOINT BUDGET HEARINGS

Live-streamed at: <http://lakecounty.tv/> , Comcast Ch. 18 or 30,
AT&T U-Verse Ch. 99, & 18 N County St, Waukegan (10th Floor)

Public Works, Planning & Transportation Committee

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the September 18, 2020, Gubernatorial Disaster Proclamation, and the attached Written Determination of the Lake County Board Chair, this meeting will be held via audio and video conference.

PUBLIC VIEWING: This meeting will be live-streamed at <http://lakecounty.tv/> and on Comcast's network, Channel 18 or 30 and AT&T Channel 99. Per the Governor's Disaster Proclamation, in accordance with section 120/7(e)(4) of the OMA, in-person attendance by members of the public will be available in the Assembly Room on the 10th Floor of the Administrative Tower at 18 N. County Street, Waukegan, Illinois and is limited to the number of persons practicable in keeping with social distancing requirements.

PUBLIC COMMENT: Public Comments are welcomed and encouraged. Comments received by 7:00 a.m. for items not on the agenda will be read at the beginning of the meeting in the order they are received or during consideration of an agenda item if it is related to a specific item. Comments received after 7:00 a.m. but before consideration of the final agenda item under Regular Agenda, may be taken at the end of the meeting. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per Comment pursuant to the County Board Rules of Order and Operational Procedures. All emailed Comments received but not read during the meeting will be included in the Committee's meeting minutes.

Email Public Comments to CountyBoard@lakecountyil.gov with the following:

- * Title: Public Works Planning and Transportation Committee Public Comment

- * Name

- * Street Address (Optional)

- * City, State (Optional)

- * Phone (Optional)

- * Organization/agency/etc. represented. (If representing yourself, put "Self")

- * Topic or Agenda Item Number followed by Public Comment.

Public in attendance on the 10th Floor of the Administrative Tower at 18 N. County Street, Waukegan, Illinois may provide Public Comment. Public may also leave a message with the County Board Office at 847-377-2300.

0.0 [20-0824](#)

Determination of need for meetings of the Lake County Board and Committees to be held by audio or video conference.

Attachments: [Determination - Chair Hart 12.30.20](#)

1. **Call to Order**

Public Works Planning and Transportation Committee

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

Present 8 - Member Clark, Chair Durkin, Member Hewitt, Vice Chair Pedersen, Member Taylor, Member Vealitzek, Member Wasik and Member Wilke

Absent 1 - Member Maine

Financial and Administrative Committee

Chair Frank reconvened the Financial and Administrative Committee to order at 8:30 a.m.

Present 7 - Chair Frank, Member Carlson, Member Pedersen, Vice Chair Vealitzek, Member Wasik and Member Wilke

Others present:

Marah Altenberg, County Board

Krista Braun, Planning Building and Development

Lynn Buccieri, County Board Office

Kristy Cechini, County Board Office

Anthony Cooling, Finance and Administrative Services

Gary Gibson, County Administrator's Office

Sandy Hart, County Board

Jim Hawkins, County Administrator's Office

Kevin Kerrigan, Division of Transportation

Holly Kim, Treasurer's Office

Carl Kirar, Facilities and Construction Services

Vasyl Markus, Treasurer's Office

Lisa Mudd, Treasurer's Office

John Light, Human Resources

Judy Martini, County Board

Austin McFarlane, Public Works

Matt Meyers, County Administrator's Office

Emily Mitchell, Finance and Administrative Services

Robin O'Connor, County Clerk's Office

Mike Prusila, Stormwater Management Commission

Michael Rummel, County Board

Abby Scalf, County Board Office

Shane Schneider, Division of Transportation

Robert Springer, Planning Building and Development

*Eric Steffen, Planning Building and Development
Patrice Sutton, Finance and Administrative Services
Cassandra Torstenson, County Administrator's Office
Blanca Vela-Schneider, County Administrator's Office
Eric Waggoner, Planning Building and Development
Brenda O'Connell, Planning Building and Development
Joshua Wallace, Division of Transportation
Mike Warner, Stormwater Management Commission
Michael Wheeler, Finance and Administrative Services
Kurt Woolford, Stormwater Management Commission*

2. Pledge of Allegiance

Chair Durkin led the Pledge of Allegiance.

3. Addenda to the Agenda

There were no additions or amendments to the agenda.

Chair Durkin noted that Member Hewitt has joined the meeting.

4. Public Comment

There were no comments from the public.

5. Chair's Remarks

Chair Frank thanked board members, department leaders and staff for their efforts. He asked the team during the budget hearing to proceed cautiously, adding they can deliberate and consider changes but is concerned to add any spending.

6. Old Business

7. New Business

REGULAR AGENDA

7.1 [20-1466](#)

Presentation and consideration of proposed Fiscal Year 2021 Budget (see complete recommended budget attached).

Attachments: [2021 Recommended Budget.pdf](#)

Michael Wheeler, Finance and Administrative Services, extended appreciation to all department heads for their efforts during a difficult budget preparation year. He explained a budget analyst will highlight information for each department's budget followed by comments by the department head.

Mr. Wheeler noted vehicle replacements are budgeted in the General Operating Expense (GOE) budget, and there is a reduction in overall fleet size. Computer replacements, which are budgeted in the Information Technology budget, also are reduced for Fiscal Year (FY) 2021 due to shift for more remote work and in response to COVID-19 pandemic. He also

provided a summary regarding vacancy savings and benefits.

New program requests were accepted within FY 2021 budget policies. There were \$3,000,000 in new program requests, but due to financial restraints, not all are included. County Administrator recommended requests are included in each department budget. Recommended and requests not recommended will be included in each department's presentation.

7.2 [20-1418](#)

Joint committee action approving the recommended Fiscal Year 2021 budget for Public Works.

Emily Mitchell, Finance and Administrative Services, Austin McFarlane, Interim Public Works Director, and Andrea Norwood, Joel Sensenig and Brittany Sloan, Public Works, presented the Fiscal Year (FY) 2021 budget for Public Works. Revenue is up about \$2,000,000 due to rate increases, and expenses increased about \$10,500,000 to proactively maintain infrastructure and equipment. The department brought forward two new program requests, which includes funding a customer billing software solution and additional staffing. The department has adequate reserves set aside for these projects and as an enterprise fund does not rely on property tax funds for operations or capital projects. Significant discussion ensued.

A motion was made by Member Clark, seconded by Member Vealitzek, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following vote:

Aye: 8 - Member Clark, Chair Durkin, Member Hewitt, Vice Chair Pedersen, Member Taylor, Member Vealitzek, Member Wasik and Member Wilke

Absent: 1 - Member Maine

Financial and Administrative Committee

A motion was made by Member Wasik, seconded by Member Clark, that this item be approved. The motion carried by the following vote.

Aye: 8 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Vealitzek, Member Wasik and Member Wilke.

7.3 [20-1419](#)

Joint committee action approving the recommended Fiscal Year 2021 budget for the Division of Transportation.

Anthony Cooling, Finance and Administrative Services, Shane Schneider, Division of Transportation (DOT) Director, and Al Giertych, Mary Crain, Kevin Kerrigan and Josh Wallace, DOT, presented information on the proposed Fiscal Year (FY) 2021 DOT budget.

Mr. Cooling presented information on items 7.3 to 7.7. Capital expenditures decreased

\$500,000 from FY 2020, reflecting efforts to prioritize capital expenditures. Some revenue sources reflect general economic decrease due to less economic activity such as the 1/4% sales tax. The motor fuel tax, however, increased from last year due to a tax increase passed last year and Rebuild Illinois bond fund revenue.

Director Schneider said the DOT FY 2021 budget was developed to meet the Board directed expense targets, stating revenue across four capital funds is higher than FY 2020 due to state shared revenue through the Rebuild Illinois capital bill. Their mission is to provide a safe, efficient, innovative transportation system.

The department was able to meet its FY 2019 target by reducing its temporary workforce and holding positions vacant. Its capital expense budget for vehicles and equipment is \$1 million to purchase two new snow plows and several smaller pieces of equipment.

Significant discussion ensued, including a discussion related to efforts to improve fuel efficiency within its fleet, increased snow removal costs, and change of traffic volume the past year.

A motion was made by Member Clark, seconded by Member Vealitzek, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following vote:

Aye: 8 - Member Clark, Chair Durkin, Member Hewitt, Vice Chair Pedersen, Member Taylor, Member Vealitzek, Member Wasik and Member Wilke

Absent: 1 - Member Maine

Financial and Administrative Committee

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

Aye: 8 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Vealitzek, Member Wasik and Member Wilke.

7.4 20-1420

Joint committee action approving the recommended Fiscal Year 2021 budget for the County Bridge Tax.

Shane Schneider, Division of Transportation Director, recapped several accomplishments, including the 25-year effort to build the Millburn Bypass, secured \$64,000,000 of outside federal funding to support the transportation program and leverage local dollars to complete its \$2,000,000,000 in transportation projects over next 20 years.

Director Schneider provided information on the department's four County capital funds to fund projects.

The county bridge tax is a property tax based fund available to all counties with a

population under 1,000,000 used toward bridge and culvert repairs and drain projects. The FY 2021 budget is \$3,950,000, flat from FY 2020. A few example projects were provided. Discussion ensued.

A motion was made by Member Clark, seconded by Member Pedersen, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following vote:

Aye: 8 - Member Clark, Chair Durkin, Member Hewitt, Vice Chair Pedersen, Member Taylor, Member Vealitzek, Member Wasik and Member Wilke

Absent: 1 - Member Maine

Financial and Administrative Committee

A motion was made by Vice Chair Vealitzek, seconded by Member Clark that this item be approved. The motion carried by the following vote.

Aye: 8 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Vealitzek, Member Wasik and Member Wilke.

7.5 [20-1421](#)

Joint committee action approving the recommended Fiscal Year 2021 budget for Matching Tax.

Shane Schneider, Division of Transportation Director, said the matching tax is a property tax based fund available to counties with a population under 1,000,000 and is used for general transportation and maintenance projects. For Fiscal Year (FY) 2021, the proposed budget is \$8,280,000, which is flat from FY 2020. Discussion ensued.

A motion was made by Member Clark, seconded by Member Hewitt, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following vote:

Aye: 8 - Member Clark, Chair Durkin, Member Hewitt, Vice Chair Pedersen, Member Taylor, Member Vealitzek, Member Wasik and Member Wilke

Absent: 1 - Member Maine

Financial and Administrative Committee

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

Aye: 8 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Vealitzek, Member Wasik and Member Wilke.

7.6 [20-1422](#)

Joint committee action approving the recommended Fiscal Year 2021 budget for the County Motor Fuel Tax.

Shane Schneider, Division of Transportation (DOT) Director, said the County's share of the state-collected tax on motor fuel sales is used for general highway maintenance and

improvement projects as approved by the Illinois Department of Transportation. Funds are based on the number of registered vehicles in the county.

The proposed Fiscal Year (FY) 2021 budget for the motor fuel tax fund is \$22,400,000, a \$6,500,000.increase over FY 2020. The 2019 capital bill increased the motor fuel tax from 19 to 38 cents to account for inflation during a 30-year period. Lake County and all local agencies will receive a 68 percent increase in revenue.

The state is also selling Rebuild Illinois bonds. Lake County estimates to receive \$24,000,000 in six allotments over 2020, 2021 and 2022. DOT has identified 22 projects for next year. This fund source also covers every resurfacing projects that is done on an annual basis. Discussion ensued.

A motion was made by Member Clark, seconded by Member Vealitzek, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following vote:

Aye: 8 - Member Clark, Chair Durkin, Member Hewitt, Vice Chair Pedersen, Member Taylor, Member Vealitzek, Member Wasik and Member Wilke

Absent: 1 - Member Maine

Financial and Administrative Committee

A motion was made by Vice Chair Vealitzek, seconded by Member Clark that this item be approved. The motion carried by the following vote.

Aye: 8 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Vealitzek, Member Wasik and Member Wilke.

7.7 [20-1423](#)

Joint committee action approving the recommended Fiscal Year 2021 budget for the Sales Tax for Transportation and Public Safety (1/4% Sales Tax).

Shane Schneider, Division of Transportation Director, said this is a regional general sales tax on merchandise that is distributed to collar companies to improve mobility and reduce congestion. Funds are used toward large and most complex projects and modernization including Lake County PASSAGE and support paratransit service.

The proposed Fiscal Year 2021 budget is \$31,000,000, 8 percent less than FY 2020 due to projected lower spending levels and expect a continued challenging economic climate. Planned projects were reviewed.

A motion was made by Member Hewitt, seconded by Member Pedersen, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following vote:

Aye: 8 - Member Clark, Chair Durkin, Member Hewitt, Vice Chair Pedersen, Member Taylor, Member Vealitzek, Member Wasik and Member Wilke

Absent: 1 - Member Maine

Financial and Administrative Committee

A motion was made by Member Clark, seconded by Member Wasik that this item be approved. The motion carried by the following vote.

Aye: 8 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Vealitzek, Member Wasik and Member Wilke.

7.8 [20-1424](#)

Joint committee action approving the recommended Fiscal Year 2021 budget for Planning, Building and Development.

Emily Mitchell, Finance and Administrative Services, Eric Waggoner, Planning Building and Development (PBD) Director, and Bob Springer, Eric Steffen, Krista Braun, PBD, presented the Fiscal Year (FY) 2021 budget for PBD. Revenue has been reduced by about \$200,000 due to the COVID-19 crisis. A large portion is also due to no known large-scale development projects occurring in FY 2021. Also, to meet FY 2019 target, there are three vacant unfunded positions. One planner position has moved to Community Development.

Director Waggoner thanked staff who during the pandemic have gone above and beyond to maintain a safe work environment and provide service to the customers. He also thanked departments including Division of Transportation, Stormwater Management Commission and the County Administrator's Office for their partnership.

Director Waggoner reviewed how department operations are constantly evaluated to ensure maximum efficiency. He reviewed a number of examples of this with the use of the departments permit management system, Energov and reviewed efforts to expand the departments agreements with other local governments.

Director Waggoner reviewed policy highlights and accomplishments that occurred in FY2020 and discussed upcoming decision points for the board that will occur in FY 2021.

Significant discussion ensued.

A motion was made by Member Wasik, seconded by Member Clark, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following vote:

Aye: 8 - Member Clark, Chair Durkin, Member Hewitt, Vice Chair Pedersen, Member Taylor, Member Vealitzek, Member Wasik and Member Wilke

Absent: 1 - Member Maine

Financial and Administrative Committee

A motion was made by Member Carlson, seconded by Member Wilke that this item be

approved. The motion carried by the following vote.

Aye: 8 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Vealitzek, Member Wasik and Member Wilke.

7.9 [20-1425](#)

Joint committee action approving the recommended Fiscal Year 2021 budget for Stormwater Management.

Emily Mitchell, Finance and Administrative Services, Mike Warner, Stormwater Management Commission (SMC) Director, and Arnold Donato, Mike Prusila, Kurt Woolford, SMC, presented the Fiscal Year (FY) 2021 budget for SMC.

Director Warner detailed personnel related reductions, including one position left vacant, terminating a contract employee and two retirements to reach budget targets. To cover a personnel gap, Mr. Woolford explained a new program request for a full-time review coordinator to complete administrative tasks at lower salary rate and increase work capacity.

Director Warner reviewed the current stormwater capital program. By early March, the department had project agreements signed with eight local governments, one homeowners association and the Federal Emergency Management Agency. There is a demand for flood mitigation work across the county and shows the strength of the county government partnership network.

He added at the state level, a delegate of state representatives and senators, approved a capital program budget of about \$125,000,000, \$122,000,000 for general flood mitigation construction and \$2,600,000 to the Park City project.

There is an economic component and flood damage reduction component within the capital program, Director Warner said, adding there is a rigorous process each project must follow to ensure the work will provide flood mitigation that is needed countywide.

Significant discussion ensued. Patrice Sutton, Finance and Administrative Services, addressed questions from the Committees.

A motion was made by Member Vealitzek, seconded by Member Clark, that this item be approved and referred on to the Financial and Administrative Committee. The motion carried by the following vote:

Aye: 8 - Member Clark, Chair Durkin, Member Hewitt, Vice Chair Pedersen, Member Taylor, Member Vealitzek, Member Wasik and Member Wilke

Absent: 1 - Member Maine

Financial and Administrative Committee

A motion was made by Member Clark, seconded by Member Wasik that this item be

approved. The motion carried by the following vote.

Aye: 8 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Vealitzek, Member Wasik and Member Wilke.

8. Executive Session

9. Public Comment

There were no comments from the public.

10. County Administrator's Report

Gary Gibson, County Administrator, made a comment that should a Des Plaines River diversion project ever make progress after many years of discussion, it should be called the Mike Warner diversion project.

11. Members' Remarks

There were no remarks by members.

12. Adjournment

Chair Durkin declared the Public Works Planning and Transportation Committee adjourned at 10:53 a.m.

The F&A Committee will continue in session. Chair Frank said the Committee will take short break and resume at 11:04 a.m.

Financial and Administrative Committee

Chair Frank indicated that the Financial and Administrative Committee will reconvene at 8:30 a.m. October 22, 2020.

Next Meeting: October 28, 2020.

Meeting minutes prepared by Abby Scalf.

Respectfully submitted,

Chair

Vice Chair

Public Works, Planning, and Transportation Committee

Present 9 - Member Clark, Chair Durkin, Member Hewitt, Member Maine, Vice Chair
Pedersen, Member Taylor, Member Vealitzek, Member Wasik and Member Wilke