



Discussion: Future Cost-Saving Measures

**Presentation to The
Committee of the Whole**

**County Administrator's Office
June 4, 2021**

Initial policy-level discussion on priorities and guidance to decrease or minimize growth of the Lake County property tax levy

Overview

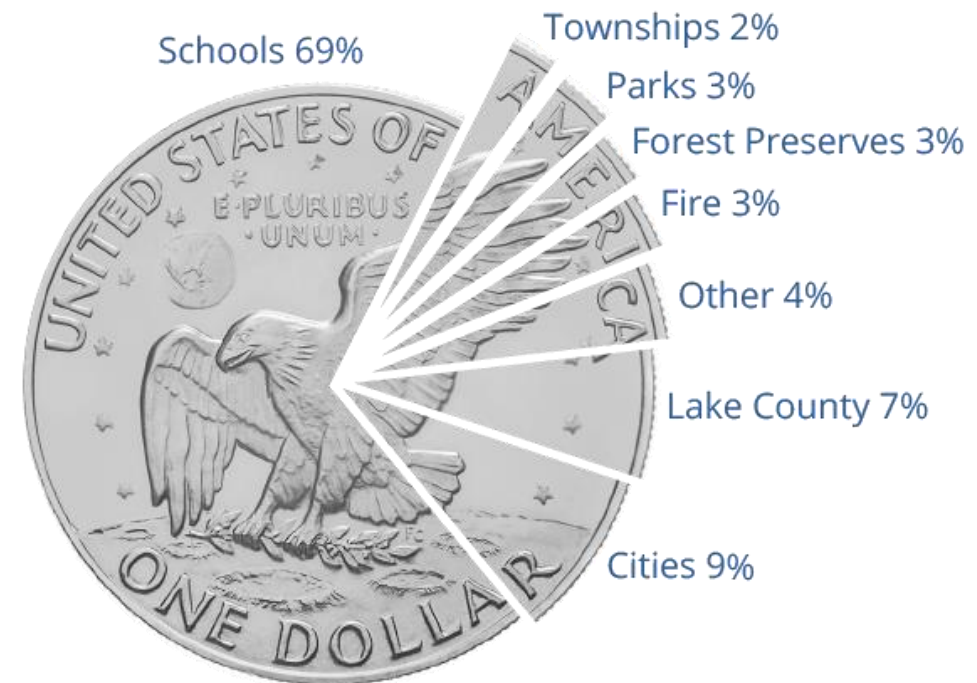
- **Budget Overview**
- **Guidance Overview**
 - **Strategic Plan (Board)**
 - **Budget Policy (Board)**
 - **Budget Preparation Instructions (CFO)**
- **Examples of Operations Analysis**
 - **General - Budget Development**
 - **Focused - Vehicle Replacement Plan**
 - **Situation / Environment - Planning, Building, and Development**
- **Discussion**

Property Tax

FY2021 Budget

- Kept property tax levy flat
- Property taxpayers may have seen a slight decrease in Lake County portion of the property tax

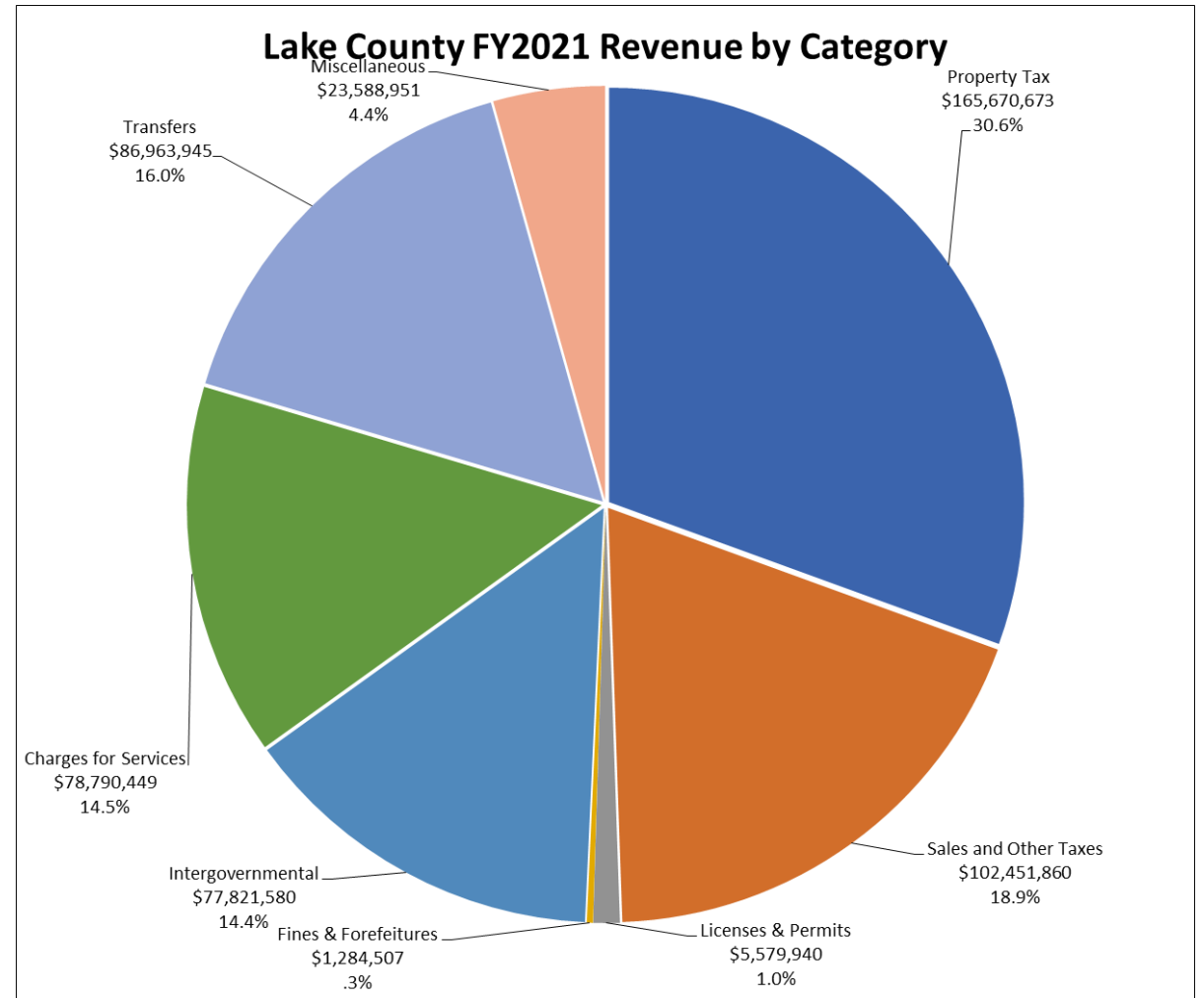
Approximate Breakdown of Tax Bill



FY21 Revenue By Category

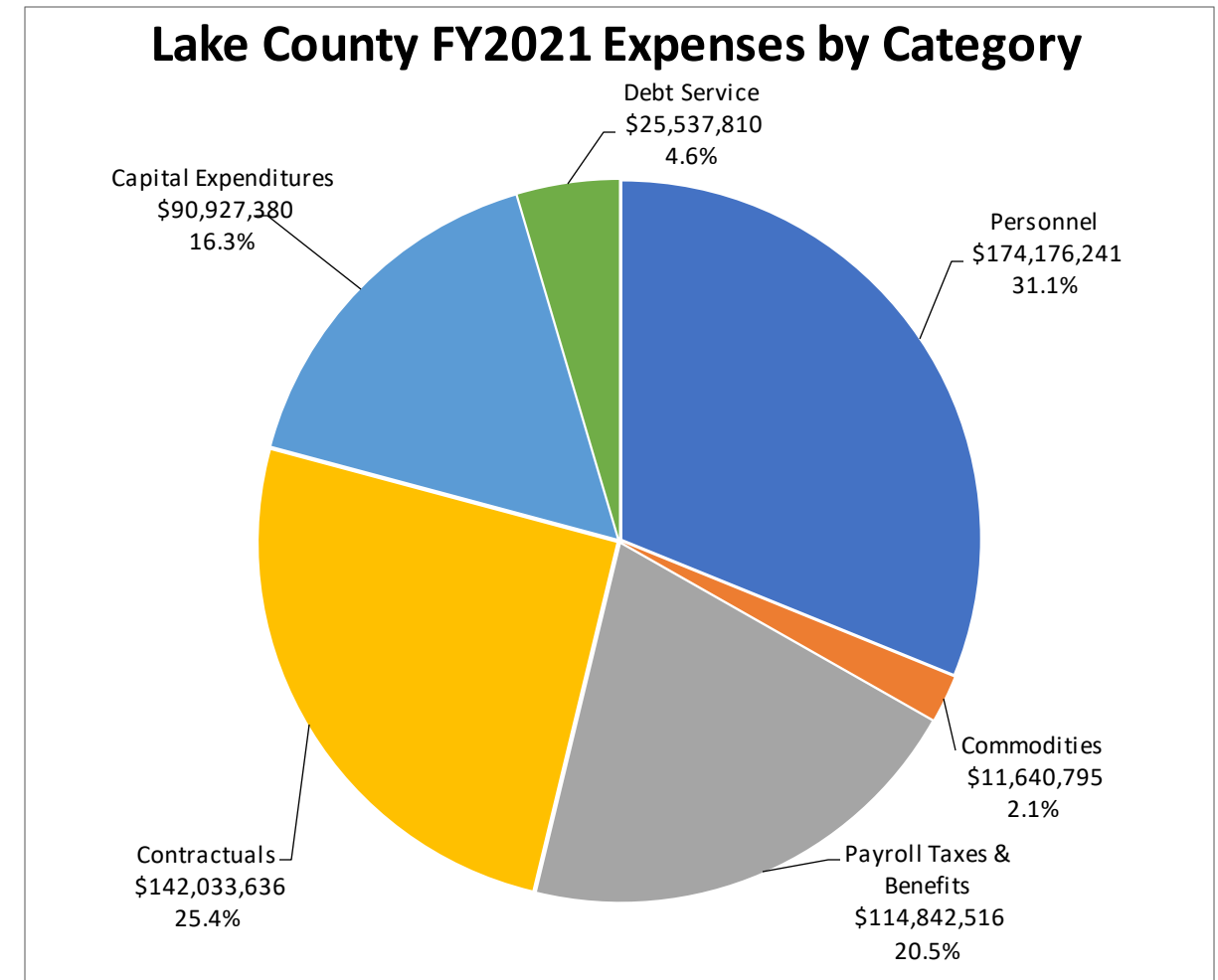
- **Property Tax Revenue: \$165.6M***
 - Operating Fund Revenue: \$332.9M
 - Total Revenue (All Funds): \$559.1M

***Includes \$12M in Bridge and Matching Tax**



FY21 Expenses By Category

- Over 50% of total budget for personnel and benefits
 - Personnel: 31.1%
 - Taxes & Benefits: 20.5%



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Budget Review Process

Source: FY22 Budget and Financial Policies



- **Tie to County Board priorities and County Strategic Plan**
- **Performance metrics for program evaluation (quantitative or qualitative results or outcomes)**
- **Investigate other revenue sources to relieve property tax burden**
- **Review user charges and fees to ensure they cover cost of service delivery**
- **Workload level analysis to ensure appropriate staffing levels**
- **Evaluate opportunities to provide services more efficiently and cost-effectively**
- **Alternatives analysis prior to filling any vacancy**
 - **Consolidation, centralized services, shared services, other productivity-enhancing alternatives**
- **Advance energy and environmental stewardship**

Items That Increase Annually

- Salaries and wages
- Related FICA/Social Security Employer Costs
- Health Insurance Costs
- Pension Expenses
- Contracts with annual increases
- Utilities, gas prices
- Medical expenses (e.g., jail medical)
- Postage
- Vehicles
- Capital projects

Operational Strategies

- **Reduction/Elimination of budgeted line items:**
 - **Supplies**
 - **Training**
 - **Employee Relations**
 - **Dues and Subscriptions**
 - **Mileage**
 - **Utilities**
 - **Repairs**
 - **Other?**
- **Vacancy Savings**
- **Elimination or delay of projects:**
 - **Consulting**
 - **Capital**
 - **Software**
 - **Other?**
- **Reduction or elimination of discretionary services**

Personnel Strategies

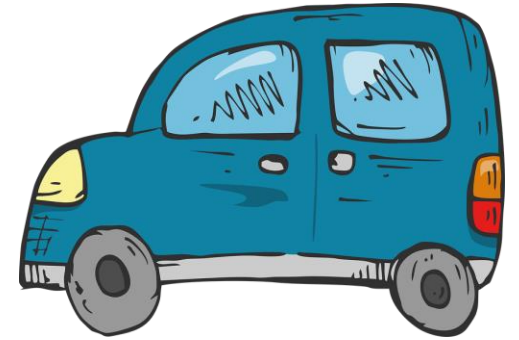
- **Surgical, data-driven reduction in workforce**
- **Shared or centralized services among departments to reduce workforce**
- **Unpaid holidays**
- **Reductions in pay by paygrade**
- **“Zero out” part time and intern hours**
- **Early retirement option**
- **Voluntary Separation “buyout”**
- **Health Insurance benefit amendments**
- **Furloughs (e.g., voluntary, mandatory, etc.)**
- **Reduction in hours worked (e.g., “furlough” 2 hours per week)**

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Fleet Data Analysis

- Ongoing review of fleet options
- FY2020 - completed analysis and survey of fleet
 - Mileage and use data compiled per department
 - Options discussion during budget review
 - Creation of Libertyville Campus Fleet Pool
 - Elimination of 13 vehicles in fleet / \$307,116 in savings
- Continuing analysis in FY2021 for all 2022 replacements
 - Compiling cost comparison for e-vehicles vs. standard replacements

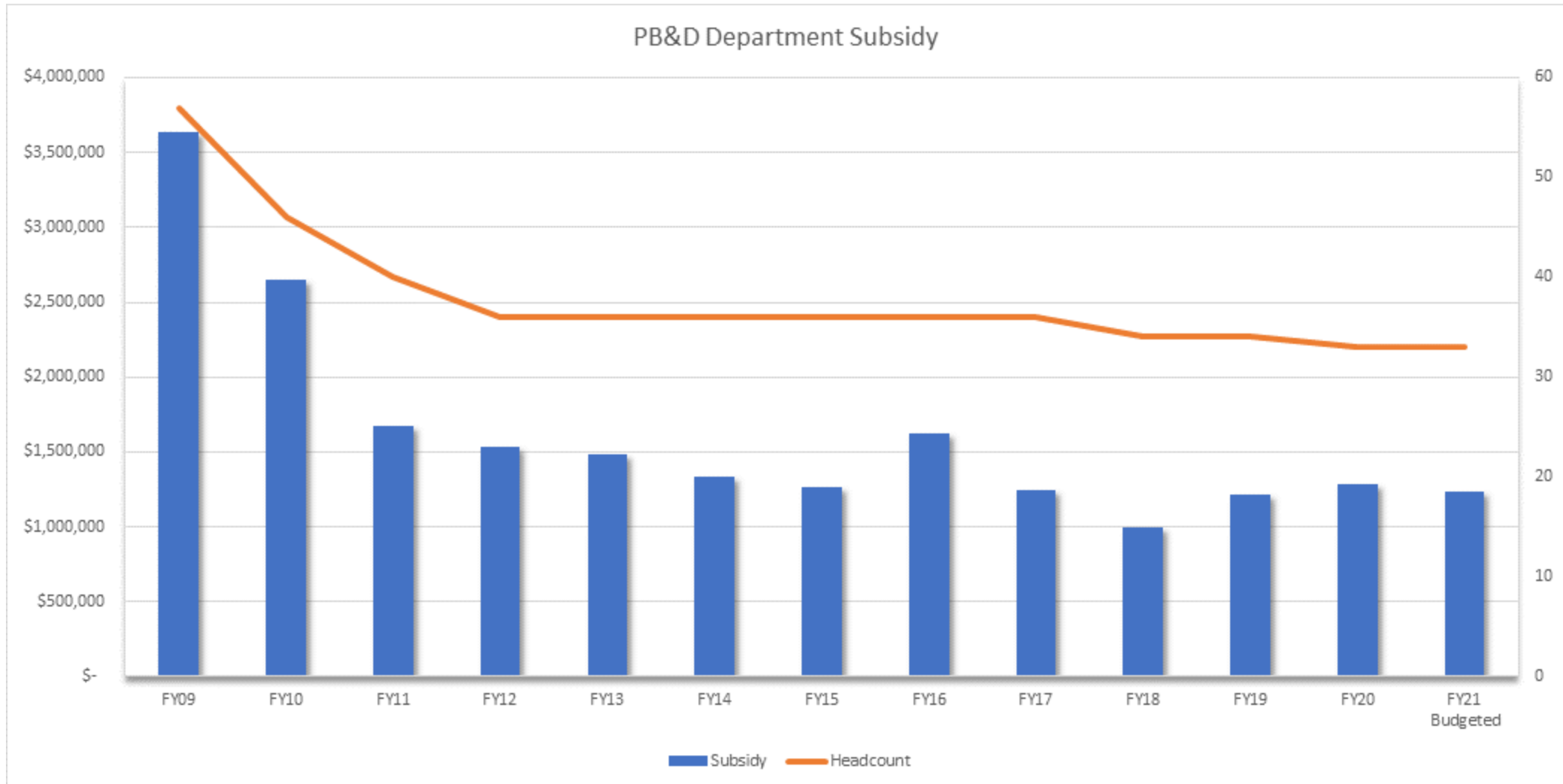


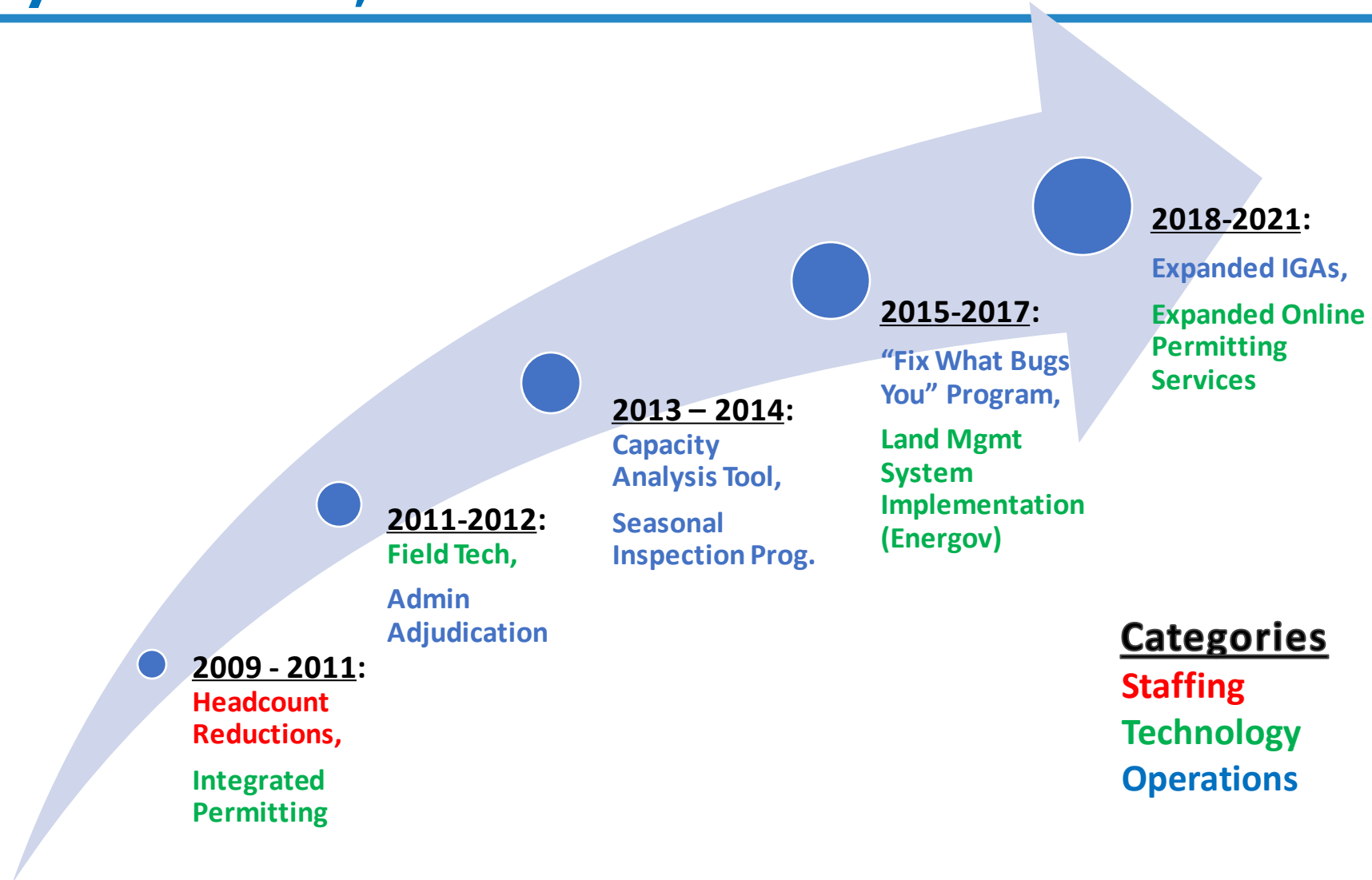
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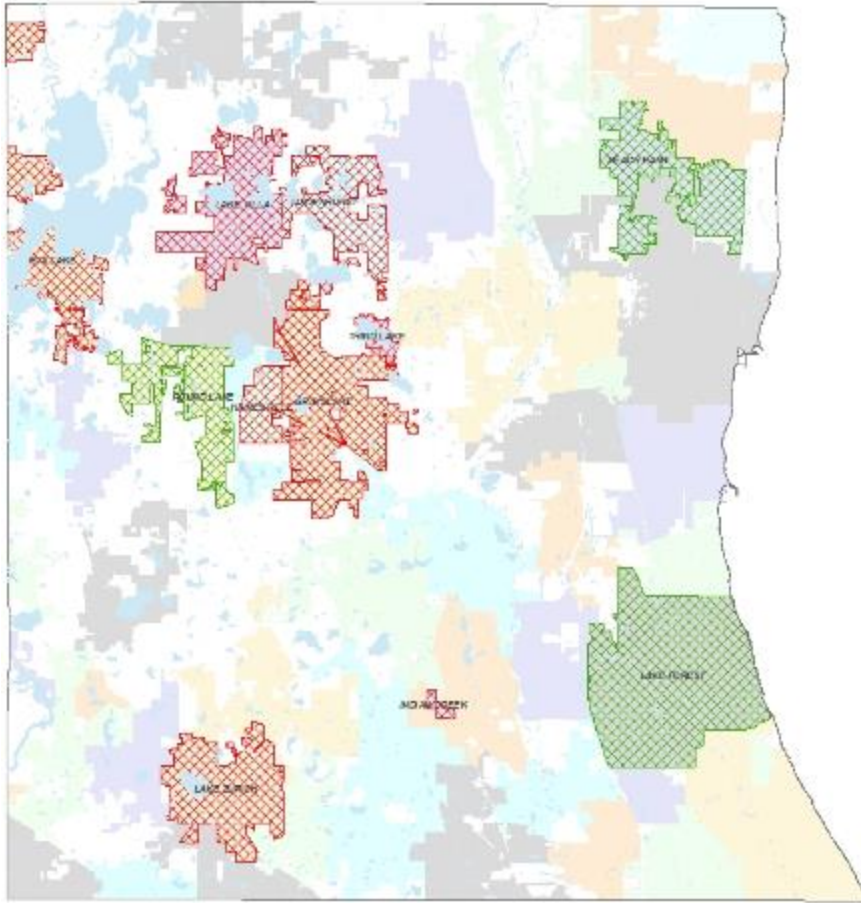
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PBD

Tax Subsidy & Staffing, Post-Great Recession







- Beach Park*
- Fox Lake
- Grayslake
- Hainesville
- Indian Creek
- Lake Forest*
- Lake Villa
- Lake Zurich
- Lindenhurst
- Round Lake*
- Third Lake

* “Mutual Aid” Agreement

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Questions