

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, December 2, 2015

1:00 PM

Assembly Room, 10th Floor

Financial and Administrative Committee

1. Call to Order

Vice Chair Taylor called the meeting to order at 1:00 p.m.

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

Others present:

*Barry Burton, County Administrator
Anthony Cooling, Finance and Administrative Services
Tom Copenhaver, Health Department
KC Doyle, County Administrator's Office
Eric Foote, Community Development
Heather Galan, Public Works
Ben Gilbertson, County Administrator's Office
Jodi Gingiss, Community Development
Don Gloo, Finance and Administrative Services
Gary Gordon, Finance and Administrative Services
Matt Guarnery, RGI
RuthAnne Hall, Purchasing
Lisa Hancock, Communications
Sandra Hart, Lake County Board Member
Adlii Issakoo, County Administrator's Office
Aaron Lawlor, Lake County Board Chairman
Kimberly Mannette, Information Technology
Rodney Marion, Human Resources
Amy McEwan, Deputy County Administrator
Matt Meyers, Planning, Building, and Development
Debra Nieto, County Clerk's Office
Jerry Nordstrom, Health Department
Lora Nordstrom, Information Technology
Linda Pedersen, Lake County Board Member
Mark Pfister, Health Department
Ray Rose, Undersheriff
Kurt Schultz, Finance and Administrative Services
Howie Sell, Information Technology
Michele Slav, Finance and Administrative Services
Mary Stevens, Court Administration
Patrice Sutton, Finance and Administrative Services
Robin VanSickle, Health Department
Jennie Vana, Communications
Farrah Watson, Finance and Administrative Services
Dawn Wucki-Rosbach
Carla Wyckoff, County Clerk*

2. Pledge of Allegiance

Vice Chair Taylor led the Pledge of Allegiance.

3. **Approval of Minutes**

There were no minutes to approve.

4. **Added to Agenda**

There were no items added to the agenda.

5. **Public Comment**

There were no public comments.

6. **Old Business**

There was no old business to conduct.

7. **New Business**

PLANNING, BUILDING & ZONING

7.1 **15-1270**

Joint resolution authorizing on a certain named property, the demolition of a dangerous and unsafe structure deemed to be an "immediate and continuing hazard to the community".

Matt Meyers of Planning, Building and Development presented a request to fast track a demolition on an unsafe structure. If approved, a 30 day notice will be provided to the owner and lien holders regarding the County's intent to demolish the garage.

A motion was made by Member Sauer, seconded by Member Carlson, that this resolution be recommended for adoption to the County Board agenda. Motion carried by the following vote:

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

Not Present: 1 - Chair Paxton

7.2 **15-1271**

Joint resolution authorizing on a certain named property, the demolition of a dangerous and unsafe structure deemed to be an "immediate and continuing hazard to the community".

Matt Meyers of Planning, Building and Development presented a request to fast track a demolition on an unsafe structure. If approved, a 30 day notice will be provided to the owner and lien holders regarding the County's intent to demolish the residential building.

A motion was made by Member Mandel, seconded by Member Sauer, that this resolution be recommended for adoption to the County Board agenda. Motion carried by the following vote:

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

Not Present: 1 - Chair Paxton

7.3 [15-1272](#)

Joint resolution to amend the Intergovernmental Agreement with the Village of Fox Lake for plumbing inspection services to include certain inspections in the Village of Volo.

Chair Paxton arrived at 1:03 p.m.

Matt Meyers of Planning, Building and Development presented an amendment to the intergovernmental agreement with the Village of Fox Lake to include plumbing inspection services for the Village of Volo.

A motion was made by Member Hewitt, seconded by Member Rummel, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

LAW & JUDICIAL

7.4 [15-1303](#)

Resolution approving a Memorandum of Understanding with the Cook County Sheriff's Office to establish participation criteria in the Regional Gang Intelligence Database (RGID) System and the Naval Criminal Investigative Service for an information sharing initiative known as the Law Enforcement Information Exchange Midwest (LInX MIDWEST).

Dawn Wucki-Rossbach of the Sheriff's Office reported approving a Memorandum of Understanding with the Cook County Sheriff's Office which will allow Lake County Sheriff's Office to participate in a sharing initiative known as the Law Enforcement Information Exchange Midwest (LInX MIDWEST). Lake County Sheriff's Office will be able to review and add data to the Regional Gang Intelligence Database (RGID) System and the Naval Criminal Investigative Service system, which will assist in investigations and provide additional intelligence the Sheriff's Office does not currently have.

A motion was made by Member Hewitt, seconded by Member Carlson, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.5 [15-1299](#)

Joint resolution authorizing a contract in the amount of \$44,940 with Northpointe, Inc. of Traverse City, Michigan, to procure Northpointe's COMPAS licenses and software support for the Jail Inmate Classification System (JICS) module.

RuthAnne Hall of Purchasing reported Northpointe, Inc. is the only vendor that has a classification system which integrates with the Lake County Sheriff's Office's Jail Management System.

A motion was made by Member Rummel, seconded by Member Sauer, that this resolution be recommended for adoption to the County Board agenda. Motion

carried by voice vote.

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

7.6 [15-1269](#)

Joint resolution approving an emergency appropriation in the amount of \$78,900, with offsetting revenue from the Regional Office of Education (ROE) and an increase in headcount of one to the Hulse Detention Center Fund.

Mary Stevens of Court Administration reported this request stems from a new state mandate which requires 17 year old felons to be processed by the Juvenile Court. A fourth classroom is needed to meet the educational needs of older residents and provide GED courses.

A motion was made by Member Sauer, seconded by Member Mandel, that this resolution be recommended for adoption to the County Board agenda. Motion carried by the following vote:

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

7.7 [15-1300](#)

Joint resolution authorizing a contract with Mr. David's Flooring International, LTD of Chicago, Illinois, and further authorizing assignment of that contract to Clark Construction Group LLC of Chicago, Illinois, as Construction Manager at Risk for the carpet and resilient tile work for the Lake County Courthouse Expansion Project in the amount of \$521,466.

Matt Guarnerly of RGI provided a brief presentation of the progress on the Courthouse Expansion Project including the cladding of the walkway bridge. The proposed work for consideration is for carpet and resilient tile. It was noted the bid came in below estimated budget. Discussion ensued.

A motion was made by Member Carlson, seconded by Member Rummel, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.8 [15-1308](#)

Joint resolution authorizing a contract with Call One of Chicago, Illinois, for the emergency procurement of network communication solutions for Lake County Emergency Telephone System Board (ETSB) in the amount of \$32,000.

Deputy County Administrator Amy McEwan reported on the delay of the implementation of microwave system and testing. A request is made to temporarily continue the contract with Call One of Chicago for the time to complete the installation and testing of the system. The cause of the delay was inclement weather and was not unreasonable. Discussion ensued.

A motion was made by Member Mandel, seconded by Member Rummel, that this resolution be recommended for adoption to the County Board agenda. Motion

carried by voice vote.

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

HEALTH & COMMUNITY SERVICES

7.9 [15-1291](#)

Joint resolution authorizing an emergency appropriation in the amount of \$911,630 for the Lake County Health Department for fiscal year 2015 (FY15).

Director of Population Health Services Mark Pfister identified grants included in the proposed resolution.

A motion was made by Member Carlson, seconded by Member Mandel, that this resolution be recommended for adoption to the County Board agenda. Motion carried by the following vote:

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

7.10 [15-1241](#)

Ordinance amending Chapter 94: Public Nuisances, of the Lake County Code of Ordinances.

Director of Population Health Services Mark Pfister reported the amendment adds lead mitigation as a public nuisance issue and includes language to allow administrative adjudication as an enforcement tool. This will allow the Health Department to quickly take action via administrative adjudication and obtain paint and dust samples from properties where children are identified with high levels of lead.

A motion was made by Member Hewitt, seconded by Member Sauer, that this ordinance be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.11 [15-1242](#)

Ordinance amending Chapter 170: Well and Water Regulations, of the Lake County Code of Ordinances.

Director of Population Health Services Mark Pfister reported the well and water regulations are being updated primarily due to amendments at the State level. An amendment the Health Department seeks would require owners who are served on the public water system and have a supplemental irrigation well to register and record their well on the property deed. This will ensure periodic maintenance of the well occurs and reduces the chance of cross contamination.

A motion was made by Member Carlson, seconded by Member Rummel, that this ordinance be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.12 [15-1248](#)

Joint resolution amending Chapter 178: Environmental Health Fees Schedule, of the Lake County Code of Ordinances.

Director of Population Health Services Mark Pfister identified proposed amendments to the Lake County Code of Ordinances Chapter 170 regarding the construction of closed loop well systems amends environmental health fees on closed loop wells and non community water wells and increases environmental laboratory fees.

A motion was made by Member Mandel, seconded by Member Carlson, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.13 [15-1247](#)

Joint resolution amending Chapter 178: Animal Care and Control Fees Schedule, of the Lake County Code of Ordinances.

Director of Population Health Services Mark Pfister remarked the changes requested amend fees relate to contracts with other municipalities.

A motion was made by Member Carlson, seconded by Member Sauer, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.14 [15-1312](#)

Joint committee action approving change order number one for Agreement Number 15230 for Housing and Urban Development (HUD) Environmental Records Reviews for Lake County.

RuthAnne Hall of Purchasing reported the Lake County was unable to come to an agreement with Lake County Housing Authority regarding the terms of a Memorandum of Understanding for the County to provide environmental records reviews (ERR). This modification will remove Lake County Housing Authority's share of costs for ERR reviews.

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 Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.15 [15-1295](#)

Joint resolution approving 2013 and 2014 Housing and Urban Development (HUD) Action Plan Amendments.

Jodi Gingiss of Community Development reported \$350,000 of unallocated Community Development Block Grant (CDBG) funding is requested for rehabilitation and accessibility modifications to the Bridge House Treatment Center and the new construction of up to 20

units of affordable housing in North Chicago.

A motion was made by Member Hewitt, seconded by Member Mandel, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.16 15-1296

Joint resolution reducing the term of Lake County Community Development lien on Waukegan Township Staben House.

Jodi Gingiss of Community Development reported this amendment reduces the risk to Lake County of potential future noncompliance and the administrative burden for performing HOME monitoring on this property.

A motion was made by Member Hewitt, seconded by Member Carlson, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

PUBLIC WORKS & TRANSPORTATION

Member Sauer reported on the discussion at the Public Works and Transportation Committee meeting regarding item 7.27, a fee increase for the North Shore right of way leases. A policy will be developed regarding the use and lease of these properties.

7.17 15-1323

Ordinance providing for the issuance of Special Service Area Number Thirteen (SSA#13) Special Tax Refunding Bonds, Series 2016 (Spencer's Highlands/Elmcrest Subdivisions).

A motion was made by Member Hewitt, seconded by Member Sauer, that items 7.17 through 7.27 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.18 15-1290

Joint resolution authorizing a contract with Peter Baker & Son Company, Lake Bluff, Illinois, in the amount of \$1,314,077.18, for the resurfacing of Martin Luther King Jr. Drive, from Illinois Route 43 to Illinois Route 131, and designated as Section 15-00999-17-RS.

A motion was made by Member Hewitt, seconded by Member Sauer, that items 7.17 through 7.27 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.19 [15-1304](#)

Joint resolution authorizing a contract with Burris Equipment of Waukegan, Illinois, for the purchase of a skid steer for the Lake County Division of Transportation in the amount of \$64,996.

A motion was made by Member Hewitt, seconded by Member Sauer, that items 7.17 through 7.27 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.20 [15-1313](#)

Joint resolution authorizing the purchasing agent to enter into a contract with 3M of St. Paul, Minnesota, for the purchase of a sign inventory and management system for the Lake County Division of Transportation in the amount of \$189,500.

A motion was made by Member Hewitt, seconded by Member Sauer, that items 7.17 through 7.27 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.21 [15-1309](#)

Joint resolution authorizing an agreement with the State of Illinois/Illinois Department of Transportation (IDOT) for the improvement of Illinois Route 132, from Munn Road to Deerpath Drive, appropriating \$25,000 of Motor Fuel Tax funds, and designated as Section 14-00279-02-TL, and State Job No. C-91-004-13.

A motion was made by Member Hewitt, seconded by Member Sauer, that items 7.17 through 7.27 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.22 [15-1306](#)

Joint resolution authorizing an agreement with the State of Illinois/Illinois Department of Transportation (IDOT) for the utilization of \$1,556,595 in federal highway funds for the Phase I preliminary engineering study of Deerfield Road, County Highway 11, from US Route 45/Illinois Route 21 to Saunders Road/Riverwoods Road, appropriating \$2,335,000 of ¼% Sales Tax for Transportation funds, designated as Section 15-00038-07-WR, and State Job No. P-91-159-16.

A motion was made by Member Hewitt, seconded by Member Sauer, that items 7.17 through 7.27 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.23 [15-1307](#)

Joint resolution authorizing an agreement for consulting engineering services with Christopher B. Burke Engineering, Ltd., Rosemont, Illinois, for Phase I preliminary engineering services for Deerfield Road, County Highway 11, from US Route 45/Illinois Route 21 to Saunders Road/Riverwoods Road, at a maximum cost of \$1,945,743.62, and designated as Section 15-00038-07-WR.

A motion was made by Member Hewitt, seconded by Member Sauer, that items 7.17 through 7.27 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.24 [15-1301](#)

Joint resolution appropriating \$50,000 of Matching Tax funds for landscape maintenance, including trees and shrubs, along various County highways, and designated as Section 16-00000-17-GM.

A motion was made by Member Hewitt, seconded by Member Sauer, that items 7.17 through 7.27 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.25 [15-1302](#)

Joint resolution appropriating \$160,000 of Matching Tax funds for inspection and maintenance of recently planted native landscape areas along various County highways, and designated as Section 16-00000-14-GM.

A motion was made by Member Hewitt, seconded by Member Sauer, that items 7.17 through 7.27 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.26 [15-1305](#)

Joint resolution appropriating a supplemental amount of \$75,000 of County Bridge Tax funds to provide for fiscal year (FY) 2016 acquisition of materials and services needed to maintain drainage and bridge facilities, pavements, shoulders, guardrails, fencing, and right-of-way, and designated as Section 16-00000-03-GM.

A motion was made by Member Hewitt, seconded by Member Sauer, that items 7.17 through 7.27 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.27 [15-1310](#)

Joint resolution recommending a fee increase from \$0.22 per square foot to \$0.44 per square foot for the license/lease agreements on the former Chicago, North Shore and Milwaukee Railroad right of way for businesses or private parties.

A motion was made by Member Hewitt, seconded by Member Sauer, that items 7.17 through 7.27 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

FINANCIAL & ADMINISTRATIVE

7.28 [15-1322](#)

Resolution authorizing emergency appropriations for fiscal year (FY) 2016 in various funds for certain projects, items and activities budgeted in the prior year and not completed.

Patrice Sutton of Finance and Administrative Services reported the carryovers include several corporate capital improvement program projects and the Court Expansion Project.

A motion was made by Member Mandel, seconded by Member Rummel, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:

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

7.29 [15-1325](#)

Resolution approving the 2015 Strategy for a Sustainable Lake County.

KC Doyle of County Administrator's Office presented the five year plan update for sustainability. She indicated the draft categorizes departmental goals into leadership, energy, resource conservation, environmental protection, waste diversion, and sustainable transportation.

A motion was made by Member Mandel, seconded by Member Sauer, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

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

7.30 [15-1316](#)

Committee action authorizing reclassification of a position in the Finance and Administrative Services Department.

Finance and Administrative Services Director Gary Gordon presented a request to reclassify a vacant budget analyst position to an assistant budget manager. There is a need for a more experienced analyst to be brought on staff. Discussion ensued.

A motion was made by Member Sauer, seconded by Member Rummel, that this

item be approved. The motion carried by the following vote:

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

7.31 [15-1293](#)

Committee action authorizing reclassification of a position in the Information Technology (IT) department.

Deputy County Administrator Amy McEwan and Lore Powell of Information Technology presented a request for reclassification of a vacant data processing operator S4 position to a security analyst K6 position. This position was recommended by the Huron Study and the position will analyze user needs and identify potential risks and threats. Discussion ensued.

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

8. Executive Session

Executive Session was entered into at 1:41 p.m.

A motion was made by Member Rummel, seconded by Member Sauer, to go into executive session. The motion carried by the following roll call vote:

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

8.1A [15-1321](#)

Executive Session to discuss personnel matters pursuant to 5 ILCS 120/2 (c)(1).

This matter was discussed.

Executive Session was adjourned at 2:02 p.m.

A motion was made by Member Mandel, seconded by Member Sauer, to come out of executive session. The motion carried unanimously.

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

8.1B [15-1289](#)

Committee action authorizing a reclassification of a salary in the County Clerk's Office.

A motion was made by Member Rummel, seconded by Member Sauer, that this item be approved. The motion carried by the following roll call vote:

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

Nay: 1 - Member Mandel

8.2A [15-1279](#)

Executive Session to review closed session minutes pursuant to 5 ILCS 120/2(c)(21).

The Committee did not enter into Executive Session.

8.2B [15-1287](#)

Committee action regarding semi-annual review of closed session minutes.

A motion was made by Member Mandel, seconded by Member Rummel, to accept the State's Attorney's Office recommendation regarding the release of certain executive session minutes. The motion carried by the following vote:

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

9. **County Administrator's Report**

County Administrator Barry Burton reported a one time salary increase was provided to an employee in the Finance and Administrative Services.

9.1 [15-1320](#)

Discussion LCTV taping of committee meetings.

Jennie Vana and Lisa Hancock of Communications provided a report regarding the various options available to record the Financial and Administrative Committee and Committee of the Whole meetings. Options range from having one camera up to three and one part time employee up to two full time employees. It was noted the County Board meeting only has 120 views from the public per meeting. Substantial discussion occurred regarding the inclusion of the entire board on this issue, cost effectiveness in having these meetings televised, and the need for transparency. The general consensus was not to pursue televising the committee meetings at this time.

10. **Adjournment**

The meeting was adjourned at 3:17 p.m.

A motion was made by Member Sauer, seconded by Member Rummel, to adjourn. The motion carried unanimously.

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

Meeting minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chairman

Vice-Chairman

Finance and Administrative Committee