

Lake County Illinois

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



Agenda Report - Final

Wednesday, May 8, 2013

1:00 PM

Assembly Room

Financial and Administrative Committee

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
4. Added to Agenda
5. Public Comment
6. Old Business
7. New Business
- 7.1 [13-0519](#)

Joint resolution authorizing the waiver of flood repair-related permit fees and the reduction of septage disposal fees.

- On April 18, 2013, due to the significant widespread flooding occurring throughout the County, the County Board Chairman proclaimed a disaster in Lake County.
- Also on April 18, 2013, Governor Quinn declared 38 counties, including Lake County, State disaster areas.
- The flooding has resulted in widespread damage to structures in the unincorporated areas and widespread inundation of septic tanks and fields throughout impacted areas.
- For those flood-related structure repairs necessitating permits, and for those inundated septic tanks and fields requiring septage disposal, fees are required by ordinance.
- To assist in disaster relief, such permit fees will be waived and septage disposal fees will be reduced as provided in Appendix A.

Attachments: [APPENDIX A.pdf](#)

Planning, Building & Zoning

- 7.2 [13-0474](#)

Joint resolution authorizing an emergency appropriation in the amount of \$750,000 to be used for the demolition, site restoration and project management of the Gurnee Grade School, District 56, 900 Kilbourne Road, Gurnee, Illinois, Lake County.

- This grant No. HMGP DR-IL-1771 is through the Illinois Emergency Management Agency (IEMA).
- IEMA will contribute \$750,000 to the Gurnee Grade School project.
- IEMA Funds will cover the cost of demolition, site restoration and project management costs.
- Stormwater Management Commission (SMC) will manage the demolition and site restoration of the school.
- SMC will be reimbursed by the IEMA from this grant award for grant management and technical services.

Attachments: [GGG IEMA County Board Agenda Bullet Points 041613.pdf](#)
[Gurnee school Acquisition grant revised 041613.pdf](#)

- 7.3 [13-0495](#)

Joint resolution approving an intergovernmental agreement with the Village of Round Lake Beach to provide permit inspections and plan reviews for Village projects by the Lake County Department of Planning, Building, and Development.

- The Village of Round Lake Beach has approached the Lake County Planning, Building and Development Department with a proposal to enter into a short-term agreement for County services in the areas of permit inspections and plan reviews for Village projects.
- Due to increased efficiencies in the Department's field operations and the Village's convenient geographical location, the Department currently has the capacity to utilize existing staff to assist the Village while maintaining level of service with the Department's other clients and covering all departmental costs associated with such services to the Village.
- The proposed agreement limits inspections and plan review services to no more than 24 hours per week, effective from the date of execution through September 27, 2013.

Attachments: [RLB IGA - Final LC 042613.pdf](#)

7.4 **13-0448**

Joint resolution authorizing the State's Attorney of Lake County to institute legal action against three named properties for the demolition of dangerous and unsafe or uncompleted and abandoned structures on said properties.

- Pursuant to state law, the County Board has authority to demolish any dangerous and unsafe structures within unincorporated portions of Lake County.
- Planning, Building and Development (PB&D) has identified, in the resolution, three dangerous and unsafe structures within unincorporated portions of Lake County at 23417 W Long Grove Road, Barrington, IL (District 19), 24150 Rose Avenue, Lake Zurich, IL (District 17), and 38581 North Hillandale Drive, Spring Grove (District 1).
- Once approved, the Lake County State's Attorney will begin to issue notices to property owners to repair or demolish the identified structures, as well as, make application to the Circuit Court seeking authorization to demolish if property owners are nonresponsive.
- If authorized by the Circuit Court, PB&D will initiate the demolition of the dangerous and unsafe structures.

Law & Judicial

7.5 **13-0501**

Joint committee action approving Amendment No. 1 to Lake County Agreement #12148 for consulting for the Lake County Radio System.

- On August 14, 2012, the Lake County Board authorized a contract with RCC Consultants, Woodridge, Illinois to provide consulting for the Lake County radio system project in the amount of \$64,806.
- RCC has maintained a long standing relationship with the County since 2003 to provide guidance and expertise with radio system changes and Federal Communication Commission (FCC) mandates including the radio system reband project.
- RCC completed an assessment and needs analysis report of the current radio system infrastructure which reaches its end of life by December 2017.
- The report identified potential costs and procurement options for the County.
- Due to complexities and technical aspects associated with radio systems, additional services are required.

- Amendment No. 1 includes these additional services, including: development of a Request for Proposal (RFP), RFP evaluation assistance and contract negotiations assistance as part of the radio system project.
- Amendment No. 1 increases the dollar amount by \$35,053, increasing the previous contract amount from \$64,805 to a total of \$99,858.
- In accordance with of the Lake County Purchasing Ordinance it is hereby requested that the Purchasing Agent be authorized to execute Amendment No. 1 to Lake County Agreement #12148.

Attachments: [12148 Contract Modification #1](#)

7.6 **13-0499**

Joint resolution authorizing an intergovernmental agreement with the Wildwood Park District for the purpose of providing Sheriff's marine patrol services.

- The Park District has agreed to continue the Marine Patrol Services contract for one more year during the months of May through September on the waterways of Gages Lake.
- The contract continues an hourly rate of \$78 for the services of two Sheriff's Marine Patrol Unit officers and one boat to be scheduled on weekday and weekend afternoons, as well as evenings, according to the Park District needs.

Attachments: [Wildwood IGA 2013](#)

Health & Community Services

7.7 **13-0078**

Joint resolution approving Community Development's Lien Subordination Policy.

- In March 2003, the CDC approved a "Lien Subordination Policy" to determine how and when Lake County should subordinate any liens it holds on properties.
- It has come to staff's attention that certain documentation requirements for subordination are in conflict with the documentation requirements of the superior lenders completing a streamlined refinancing.
- The proposed new terms for when the County will subordinate a lien are set forth as follows: 1. The borrower takes out no cash. 2. The refinancing is for a lower interest rate than the existing first mortgage. 3. The borrower's new monthly mortgage payment (including principal and interest) will be less than the current monthly payment. 4. The borrower's new loan amount will be less than the current loan amount. 5. The new mortgage must be for a fixed interest loan. 6. The County will not subordinate to an adjustable rate mortgage (ARM). 7. Proper background documentation is submitted to the County.
- The Community Development Commission recommends Committee approval.

Attachments: [Lien Subordination Policy - Amended II.pdf](#)

Revenue, Records & Legislation

7.8 **13-0502**

Joint committee action item authorizing a contract extension with Cott Systems, Inc.,

Worthington, OH, for the Records Management Services contract for the Office of the Recorder of Deeds in the estimated annual amount of \$220,000.

- On April 11, 2006 the County Board approved a competitively solicited contract with Cott Systems, Inc., Worthington, OH, to provide a turn-key records management service to support the Office of the Recorder of Deeds, which includes hardware, software, and annual maintenance required to operate the program.
- Cott Systems, Inc. is the sole proprietor and, as the only source that can provide the services, was approved for bid exemption by the Purchasing Agent in 2009.
- The contract extension provides for installation of two new web servers, two database servers, one SAN, two network switches and one data backup solutions.
- The cost per unit for indexing and imaging/scanning records has increased from \$1.46 to \$1.53.
- The Recorder of Deeds has maintained a long-standing, successful relationship with Cott Systems, Inc. and wishes to extend this contract.
- This is a budgeted item and will cost an estimated annual amount of \$220,000.

7.9 **13-0503**

Joint resolution authorizing a contract with LRDS Systems and Forms, Woodstock, Illinois to provide scanning and indexing of tax parcel data for the Treasurer in the amount of \$51,003.54.

- LRDS Systems and Forms has provided technical assistance in scanning and indexing tax parcel data for the Treasurer's Office for the past sixteen years.
- The Treasurer's Office has identified 1,030 rolls of 35mm film of tax bill data from 1901 to 1975 that need to be scanned and indexed.
- LRDS Systems and Forms is uniquely qualified to provide the necessary technical skills to ensure critical tax parcel information is indexed in the proper format.
- Pursuant to the Purchasing Ordinance, the Purchasing Agent convened an ad hoc review group that approved a bid exemption on the basis of an existing long standing successful relationship that adds value integral to the services provided.
- This is a budgeted project.

Public Works & Transportation

7.10 **13-0500**

Joint resolution authorizing the execution of an amended agreement for sewage disposal with the Lakes Region Sanitary District (LRSD).

- The County and LRSD entered into a Restated and Amended agreement for sewage disposal services within the Northwest Lake FPA on July 10, 2010.
- The 2010 agreement allowed the LRSD to request amendments to the agreement based on certain provisions in other County agreements for wholesale sewer service in the NWFPA (most favored nations clause).
- This new agreement incorporates terms and conditions, which have been provided to other communities since the 2010 agreement.
- This resolution authorizes the execution of the amended agreement.

7.11 **13-0506**

Joint resolution authorizing a contract with Alpha Paintworks, Inc. in the amount of \$50,375 for the preparation and painting of fire hydrants for Lake County Public Works.

- Annually, the Public Works Department paints water system fire hydrants as needed.

- This year's project includes painting of fire hydrants in Knollwood, Vernon Hills and Wildwood.
- The County invited 15 contractors to submit bids and received five bids for this project.
- Award of this contract is recommended to the lowest responsive, responsible bidder, Alpha Paintworks, Inc. in the amount of \$50,375.
- The lowest bidder was determined to be non-responsive in accordance with Article 4, Section 12 of the Lake County Purchasing Ordinance.
- This resolution authorizes the contract with Alpha Paintworks, Inc., Chicago, IL, in the amount of \$50,375.

Attachments: [13-0506 Alpha Hydrant Painting Bid Tab.pdf](#)

7.12 [13-0505](#)

Joint committee action approving contract modification No. 1 to Lake County Agreement #12039 regarding revenue auditing services.

- Modifications to contracts and agreements in excess of 10% of the original contract amount require joint committee action.
- On May 8, 2012, the Lake County Board authorized a contract with Crowe Horwath, Oak Brook, Illinois to provide professional revenue auditing services for Public Works in the amount of \$190,500.
- The contract includes audits for 12 Public Works wholesale sewer customer accounts.
- Crowe Horwath has completed the majority of the work related to revenue audits for six of the twelve accounts and has requested modification to the contract.
- As a result of issues with documentation for some of the wholesale sewer accounts, additional hours beyond the scope of the original contract are needed to complete the work.
- Modification No. 1 increases the contract amount by \$47,625.83, from \$190,500 to \$238,125.83.
- In accordance with Article 8, Section 101(1) of the Lake County Purchasing Ordinance it is hereby requested that the Purchasing Agent be authorized to execute Contract Modification No. 1 to Lake County Agreement #12039.

7.13 [13-0522](#)

Joint resolution authorizing a Memorandum of Understanding with the Lake County Transportation Alliance (LCTA) to document the responsibilities of the County and the LCTA.

- [Memorandum of Understanding with the Lake County Transportation Alliance.](#)
- Lake County and the LCTA have maintained a strong working relationship.
- Lake County's Public Works and Transportation Committee recommended the County remain a member of the LCTA for the period of December 1, 2012, through November 30, 2013.
- Lake County will allocate financial resources and reasonable staff support to the LCTA for annual membership.
- This Memorandum of Understanding may be extended for three additional one year periods, subject to acceptable performance and mutually agreed upon terms.
- This resolution authorizes execution of the Memorandum of Understanding.

Attachments: [13-0522 Memorandum of Understanding Lake County Transportation Al](#)

7.14 [13-0510](#)

Joint resolution appropriating \$835,000 of Motor Fuel Tax funds to provide for the removal, replacement or refurbishment of pavement markings on the bituminous and concrete pavements of various County highways, and designated as Section 13-00000-15-GM.

- [2013 Pavement Markings for Bituminous and Concrete Pavements: Appropriation.](#)
- The County has miles of pavement markings for medians, lane lines, and cross walks on bituminous and concrete pavements.
- These markings last longer than paint, but eventually require replacement.
- This replacement project is in the 2013 program.
- Before a project letting can be held, an appropriation of \$835,000 of Motor Fuel Tax funds is necessary.

7.15 [13-0511](#)

Joint resolution appropriating \$600,000 of ¼% Sales Tax for Transportation and Public Safety funds for traffic signal interconnects to Lake County PASSAGE, along various routes in Lake County, and designated as Section 13-00268-12-TL.

- [Intelligent Transportation System \(ITS\) Passage Field Elements 2013: Appropriation.](#)
- The ITS Passage Field Elements 2013 includes installation of communication infrastructure (approximately 11,000 feet of fiber and conduit and up to five wireless links), replace eight traffic signal controllers, and add up to 17 pan-tilt-zoom cameras.
- Before a project letting can be held, an appropriation of \$600,000 of ¼% Sales Tax for Transportation and Public Safety funds is necessary.

7.16 [13-0520](#)

Joint resolution authorizing an agreement with Commonwealth Edison (ComEd), Chicago, Illinois, providing the terms and conditions by which ComEd will grant easements necessary for the Wilson Road drainage improvement, appropriating \$20,000 of County Bridge Tax funds, and designated as Section 11-00070-09-DR.

- [Wilson Road Drainage Improvement: ComEd Agreement and Appropriation.](#)
- The Four Corners drainage basin, in the area of Wilson Road, had 1,697 lineal feet of failing drain tile replaced on an emergency basis.
- ComEd, Chicago, Illinois, is the owner of real property along the alignment of the drain tile in the area of the Wilson Road drainage improvement.
- ComEd previously provided a temporary easement for the drainage work to be completed.
- In consideration of \$14,807.40, a 20 foot wide permanent easement will be acquired from ComEd to allow for future maintenance of the drain tile systems.
- This resolution authorizes the execution of an agreement for the acquisition of the necessary easements from ComEd, and appropriates \$20,000 of County Bridge Tax funds.

Attachments: [13-0520 Wilson Road Drainage Improvement ComEd Permanent Easer](#)

7.17 [13-0516](#)

Joint resolution authorizing the execution of an agreement with the Village of Round Lake for the construction of a sidewalk along Washington Street, from Cedar Lake Road to Hainesville Road, and the relocation of Village watermain facilities located

within the project limits, and designated as Section 05-00121-07-WR.

- Washington Street, from Cedar Lake Road to Hainesville Road: Village of Round Lake Agreement.
- Washington Street, from Cedar Lake Road to Hainesville Road, will be improved by widening, resurfacing, and installing new traffic control signals.
- As part of this improvement, Lake County will construct a sidewalk and relocate watermain facilities within the limits of the County's improvement of Washington Street, from Cedar Lake Road to Hainesville Road.
- The Village will reimburse the County for its share of the sidewalk construction and relocation of the Village's watermain facilities, estimated to be \$822,902.
- The Village will be responsible for maintaining the sidewalk.
- This resolution authorizes the execution of an intergovernmental agreement with the Village of Round Lake.

Attachments: [13-0516 Washington Street Village of Round Lake Agreement](#)

7.18 [13-0523](#)

Joint resolution authorizing an agreement with the State of Illinois/Illinois Department of Transportation (IDOT) for the improvements to the traffic control signals and the roadway at the intersection of Old McHenry Road at US Route 12, appropriating \$5,000 of Motor Fuel Tax funds, and designated as Section 13-00085-09-TL.

- Old McHenry Road at US Route 12: IDOT Agreement and Appropriation.
- IDOT proposes to improve the intersection of Old McHenry Road at US Route 12 by widening and traffic control signal upgrades.
- The County will reimburse IDOT its prorated local share, estimated to be \$3,844 based on 90% federal funding.
- This resolution authorizes the execution of an agreement with the State of Illinois for this improvement, and appropriates \$5,000 of Motor Fuel Tax funds for the local share.

Attachments: [13-0523 Old McHenry at US 12 IDOT Agreement](#)

7.19 [13-0515](#)

Ordinance requesting the conveyance of a parcel of land from the Lake County Forest Preserve District (LCFPD) to Lake County, relating to the LCFPD Millenium Trail, Rollins Road Tunnel, and designated as State Section 12-F3000-01-BT.

- Rollins Road Tunnel Land Transfer Ordinance, Lake County Forest Preserve District.
- The LCFPD will be constructing a tunnel under Rollins Road within Lake County's right-of-way.
- A land conveyance from LCFPD is necessary to extend the right-of-way to accommodate the tunnel and meet Lake County's specifications.
- An ordinance is required to request conveyance of parcels of land from the LCFPD to Lake County.

Attachments: [13-0515 Rollins Road LCFPD Land Transfer Draft Plat](#)

7.20 [13-0514](#)

Joint resolution authorizing an agreement with the Round Lake Area Park District stating the terms and conditions for a temporary easement to relocate park equipment,

construct and maintain a multi-use path with landscaping along Rollins Road, from Mallard Creek Drive to Hainesville Road, and designated as Section 08-00080-56-BR.

- [Rollins Road at Illinois Route 83: Round Lake Area Park District Agreement.](#)
- The intersection improvement of Rollins Road, at Illinois Route 83, will be improved along with construction of a grade separation of the Canadian National Railroad (CN RR) to provide increased traffic capacities (Rollins Road Gateway Improvement).
- In order to provide for this improvement, the County requires one temporary easement from the Round Lake Area Park District for the relocation of park equipment, and construction of the multi-use path with landscaping.
- The Park District will maintain the portion of the multi-use path and landscaping located outside of the right of way of Rollins Road, between Mallard Creek Drive and Hainesville Road.
- This resolution authorizes an agreement for the temporary easement to relocate park equipment, construct and maintain a multi-use path with landscaping along Rollins Road, from Mallard Creek Drive to Hainesville Road.
- The Round Lake Area Park District approved the agreement at its meeting on April 26, 2013.

Attachments: [13-0514 Rollins Road at Illinois Route 83 Round Lake Area Park District](#)

7.21 [13-0512](#)

Joint resolution authorizing an agreement with the Lake County Forest Preserve District (LCFPD) stating the terms and conditions for the design and construction of a multi-use path along Rollins Road, from Hainesville Road to Hook Drive, and designated as Section 08-00080-56-BR.

- [Rollins Road at Illinois Route 83: LCFPD Agreement.](#)
- The intersection improvement of Rollins Road at Illinois Route 83 will be improved along with construction of a grade separation of the Canadian National Railroad (CN RR) to provide increased traffic capacities (Rollins Road Gateway Improvement).
- In order to provide for this improvement, the County will design and construct a multi-use path along Rollins Road, from Hainesville Road to Hook Drive, connecting to the LCFPD path at Hook Drive.
- The LCFPD will reimburse the County for a share of the construction of the multi-use path estimated to be \$41,054.
- The multi-use path will be maintained by the Village of Round Lake Beach.
- This resolution authorizes an agreement with the LCFPD for the design and construction of a multi-use path along Rollins Road, from Hainesville Road to Hook Drive.

Attachments: [13-0512 Rollins Road at Illinois Route 83 LCFPD IGA Draft](#)

7.22 [13-0525](#)

Ordinance requesting the conveyance of parcels of land for right-of-way, permanent easement and temporary easements from the Village of Round Lake Beach to Lake County, and effectuating an agreement relating to the construction and maintenance improvements along Rollins Road, from Mallard Creek Drive to Hook Drive, and designated as Section 08-00080-56-BR.

- [Rollins Road at Illinois Route 83: Village of Round Lake Beach Agreement.](#)

- The intersection of Rollins Road, at Illinois Route 83, will be improved along with construction of a grade separation of the Canadian National Railroad (CN RR) to provide increased traffic capacities (Rollins Road Gateway Improvement).
- In order to provide for this improvement, the County requires right-of-way, permanent easement and temporary easements from the Village of Round Lake Beach for the roadway improvements, as well as the relocation of Village sanitary sewer and watermain facilities and the construction of detention ponds, drainage improvements, sidewalk, multi-use path and landscaping.
- The Village will reimburse the County for its share of the sidewalk and multi-use path and for the construction and relocation of the Village's sanitary sewer and watermain facilities, estimated at \$1,362,897.
- The Village will maintain the portion of the sidewalk, multi-use path and landscaping along Rollins Road, Hainesville Road, and Illinois Route 83, as identified in the agreement.
- This resolution authorizes the transfer of land, and the execution of an intergovernmental agreement with the Village of Round Lake Beach.

Attachments: [13-0525 Rollins Road at Illinois Route 83 Village of Round Lake Beach I](#)

7.23 [13-0521](#)

Joint resolution authorizing an agreement with Northern Illinois Gas Company (NICOR) to relocate a gas main along Rollins Road, at Illinois Route 83/Canadian National Railroad (CN RR) intersection/grade separation improvement, appropriating \$1,850,000 of ¼ % Sales Tax for Transportation and Public Safety funds, and designated as Section 08-00080-56-BR.

- [Rollins Road at Illinois Route 83/CN RR NICOR Agreement and Appropriation.](#)
- The intersection improvement of Rollins Road, at Illinois Route 83, will be improved, along with construction of a grade separation of the Canadian National Railroad (CN RR), to provide increased traffic capacities (Rollins Road Gateway Improvement).
- NICOR has a gas main along Illinois Route 83 located within an easement that must be relocated to accommodate the upcoming highway improvement.
- The relocation of the gas main is proposed to be done before the construction of the highway improvement.
- It will be necessary for the County to reimburse NICOR for the cost of relocation, estimated to be \$1,400,000.
- This resolution authorizes the execution of an agreement with NICOR that provides for the relocation of their gas main, and appropriates \$1,850,000 of ¼% Sales Tax for Transportation and Public Safety funds.

Attachments: [13-0521 Rollins Road at Illinois 83 Nicor Relocation Agreement](#)

7.24 [13-0526](#)

Joint resolution authorizing an agreement with the Wisconsin Central Ltd. (WCL), Canadian National Railroad (CN RR), Homewood, Illinois, for the reconstruction and maintenance of the roadway crossing for the intersection improvement of Rollins Road, at Illinois Route 83, and the grade separation of the WCL/CN RR, appropriating \$3,300,000 of ¼% Sales Tax for Transportation and Public Safety funds, and designated as Section 08-00080-56-BR.

- [Rollins Road at Illinois Route 83: Wisconsin Central Ltd. Canadian National Railroad. Agreement and Appropriation.](#)
- The intersection of Rollins Road, at Illinois Route 83, will be improved, along with construction of a grade separation of the WCL/CN RR to provide increased traffic capacities (Rollins Road Gateway Improvement).
- Wisconsin Central Ltd., Homewood, Illinois, is the owner of the WCL/CN RR that crosses Rollins Road, at Illinois Route 83.
- In order to provide for the reconstruction and maintenance of the roadway crossing of Rollins Road, at the WCL/CN RR, an agreement is needed.
- This resolution authorizes the execution of an agreement with WCL, and appropriates \$3,300,000 of ¼% Sales Tax for Transportation and Public Safety funds.

Attachments: [13-0526 Rollins Rd at Illinois 83 Wisconsin Central Ltd Agreement1](#)

Financial & Administrative

7.25 [13-0517](#)

Resolution setting forth the budget policies for compilation of the Fiscal Year 2014 Lake County Budget.

- Annually, the County Board adopts budget policies for the upcoming budget cycle.
- As in the past, all policies were developed to maintain prudent financial management practices for the short and long term.
- The changes to the Fiscal Year 2014 policy define a balanced budget, discuss the carryover process, clarify debt and reserve policies and remove language that is no longer needed.
- These policies were presented to each standing committee, as well as the Financial & Administrative Committee.

Attachments: [FY14Budget Finance Policies redline.pdf](#)

[FY14Budget Finance Policies clean.pdf](#)

7.26 [13-0432](#)

Resolution accepting an Illinois Emergency Management Agency/US Department of Homeland Security Citizen Corps grant and authorizing the emergency appropriation of \$9,177.49 for the Lake County Citizen Corps Council.

- The United States Department of Homeland Security (US DHS), through the Federal Emergency Management Agency (FEMA), has made limited funding available to local jurisdictions to support volunteer preparedness efforts through the "Citizen Corps" family of programs.
- These grant funds are from Federal Fiscal Year 2011 and were applied for by the Lake County Health Department and Emergency Management Agency for use by the Lake County Citizen Corps Council.
- The Lake County Citizen Corps Council enhances the County's overall preparedness by facilitating information sharing, collaborative training and exercising, and providing educational materials.
- The grant funds must be expended by June 30, 2013 and will be used towards emergency preparedness outreach.

Attachments: [Lake County Grant 4-3-13.pdf](#)

8. Executive Session
9. County Administrator's Report
10. Adjournment