

Lake County Illinois

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



Agenda Report - Final

Thursday, August 27, 2020

8:30 AM

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

Financial & Administrative Committee

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the July 24, 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 and not in the Assembly Room on the 10th Floor of the Administrative Tower at 18 N. County Street, Waukegan, Illinois.

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. Emailed Public Comments received by 8:30 a.m., Thursday, August 27, 2020 for items not on the agenda will be read at the beginning of the meeting under Public Comment in the order they are received. Comments on agenda items will be read during consideration of that item. Comments received during the meeting will be held until 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 will be included in the Committee's meeting minutes.

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

- * Subject Title: Financial and Administrative 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 - Rev 081320.pdf](#)

1. Call to Order
2. Pledge of Allegiance
3. Addenda to the Agenda
4. Public Comment
5. Chair's Remarks
6. Old Business
7. New Business

CONSENT AGENDA (7.1 - 7.6)

Minutes

- 7.1 [20-1166](#)
Minutes from July 23, 2020 Special Meeting.

Attachments: [F&A 7.23.20 Minutes - Final.pdf](#)

- 7.2 [20-1173](#)
Minutes from July 30, 2020.

Attachments: [F&A 7.30.20 Minutes - Final](#)

PUBLIC WORKS, PLANNING & TRANSPORTATION

- 7.3 [20-1108](#)
Joint resolution authorizing a contract with H and H Electric Company, Franklin Park, Illinois, in the amount of \$178,115.80 for upgrades and expansion of the Intelligent Transportation System (ITS) PASSAGE Network and appropriating \$214,000 of ¼% Sales Tax for Transportation funds.
- This work will include the replacement and upgrade of remote-controlled video systems and video encoders.
 - Maintenance of existing traffic signals, traffic control and protection, and the installation of outdoor network cable are also included in this project.
 - The added alternative bidding process was used for this letting.
 - A total of two bids were received, ranging from \$178,115.80 to \$246,861 and the lowest responsible bidder is H and H Electric Company, in the amount of \$178,115.80.
 - This improvement is included in the transportation improvement program with construction beginning in 2020 and continuing into 2021, and designated as Section 20-00268-22-TL.

Attachments: [20-1108 Bid Tabulation - 2020 PASSAGE Network](#)

[20-1108 Vendor Disclosure, H&H Electric Co.](#)

[20-1108 Location Map, 2020 ITS PASSAGE Network](#)

7.4 [20-1112](#)

Joint resolution authorizing a contract with Alliance Contractors, Inc., Woodstock, Illinois, in the amount of \$178,657.78 for the Gilmer Road bridge parapet repairs, appropriating \$215,000 of County Bridge Tax funds.

- The Gilmer Road bridge parapets will be rehabilitated including structural repair of concrete, joint repairs, surface filler, and epoxy crack injection.
- A total of three bids were received, ranging from \$178,657.78 to \$232,974, and the lowest responsible bidder is Alliance Contractors, Inc., in the amount of \$178,657.78.
- This project is included in the transportation improvement program with work planned to begin in 2020 and be completed in 2021, and designated as Section 20-00073-09-BR.

Attachments: [20-1112 Bid Tabulation - Gilmer Road Bridge Parapet Repairs](#)

[20-1112 Vendor Disclosure, Alliance Contractors, Inc.](#)

[20-1112 Location Map, Gilmer Road Bridge Parapet Repairs](#)

FINANCIAL & ADMINISTRATIVE

7.5 [20-1092](#)

Report from Robin M. O'Connor, County Clerk, for the month of July 2020.

Attachments: [LCC Report for July 2020](#)

7.6 [20-1106](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of July 2020.

Attachments: [July 2020](#)

REGULAR AGENDA

PUBLIC WORKS, PLANNING & TRANSPORTATION

7.7 [20-1107](#)

Joint resolution appropriating \$1,187,000 of Motor Fuel Tax funds for the maintenance and electrical service of traffic control signals, street lights, and Lake County PASSAGE field elements, under the applicable Illinois Highway Code, from December 1, 2020, to November 30, 2021, authorizing the one-year renewal clause with Meade Electric Company, Inc., Willowbrook, Illinois, in the amount of \$926,165.14.

- Patrol one maintenance activities are paid out of the Motor Fuel Tax fund, including

- the maintenance, electrical service, and Joint Utility Locating Information for Excavators (JULIE) locates for the County traffic control signals, streetlights, other field equipment, and field elements of Lake County PASSAGE.
- Traffic signal maintenance is currently under contract with Meade Electric Company, Inc., with two one-year renewal clauses.
 - Before a contract renewal can be signed, an appropriation from Motor Fuel Tax funds of \$1,112,000 is needed for Fiscal Year 2021 contract maintenance services and \$75,000 for electrical service.
 - This is a shared service item, with existing agreements with Deerfield, Deer Park, Gurnee, Highland Park, Highwood, and the Illinois Department of Transportation for the inclusion of certain traffic signals within their jurisdiction in the County's traffic signal maintenance contract for reimbursement to the County for their share.
 - This project is included in the transportation improvement program, and designated as Section 21-00000-01-GM.

Attachments: [20-1107 Vendor Disclosure, Meade, Inc.](#)

7.8 **20-1110**

Joint resolution authorizing a contract with H and H Electric Company, Franklin Park, Illinois, in the amount of \$566,255.60 for the installation of Intelligent Transportation System (ITS) PASSAGE Field Elements along various routes in Lake County, appropriating \$680,000 of ¼% Sales Tax for Transportation funds.

- The ITS PASSAGE Field Elements includes installation of 21 Pan Tilt Zoom (PTZ) cameras, 4,000 feet of fiber optic cable, nine wireless connections, and three cellular connections to expand the Lake County PASSAGE network along various routes.
- \$200,000 in grant funding through the Illinois Department of Commerce and Economic Opportunity (DCEO) was provided to support the connection of traffic signals and install PTZ cameras on Illinois Route 59 in the southwest portion of Lake County.
- There was a public call for bids, and a total of two bids were received, ranging from \$566,255.60 to \$729,750.10, and the lowest responsible bidder is H and H Electric Company, with a contract amount of \$566,255.60.
- This project is included in the transportation improvement program with construction planned to begin in 2020, and designated as Section 19-00268-20-TL.

Attachments: [20-1110 Bid Tabulation - 2019 PASSAGE Field Elements](#)
[20-1110 Vendor Disclosure, H&H Electric Co.](#)
[20-1110 Location Map, 2019 ITS PASSAGE Field Elements](#)

FINANCIAL & ADMINISTRATIVE

7.9 [20-1137](#)

Presentation of Fiscal Year (FY) 2019 Comprehensive Annual Financial Report and County-wide Audit by RSM US LLP.

Attachments: [FINAL Lake County CAFR 2019.pdf](#)

7.10 [20-1139](#)

Resolution accepting and placing on file an estimate of the annual aggregate tax levy and providing for the apportionment of estimated taxes across the various items for the Fiscal Year (FY) 2021 Appropriation Ordinance as will be adopted by the County Board of Lake County, Illinois (County Board).

- State Statute requires an estimate of the property tax levy to be determined in September of each year for the following tax year.
- This resolution establishes the total estimated tax levy and identifies the estimated amount of tax dollars allocated to each of the county-wide property tax funds. However, the FY 2021 Budget is still being developed and the amounts in each type of levy category will change as necessary to meet both County policy and balancing needs in each fund.
- This action sets an estimated amount. The final levy will be prepared and submitted for County Board approval at the same time as the FY 2021 Budget in November 2020.
- The FY 2021 Budget Policies directed staff to prepare a balanced budget with a tax levy equal to last year's levy. Specifically, section 1.2.4 states, "For the purpose of developing the FY2021 budget, staff will prepare a balanced budget with no growth in the tax levy. Staff will also prepare an option or scenario that assumes a property tax levy of all or a percentage of allowable CPI growth for the Board's consideration during the budget hearings."
- The estimated amount presented below is therefore a total of \$162,598,097, the same as the Tax Year 2019 (FY 2020) approved levy amount.

7.11 [20-1141](#)

Presentation and Discussion on Facilities Capital Improvement Plan (CIP) Priorities.

- On April 2, 2020, staff provided an overview of the proposed priorities of the Facilities CIP to the Financial and Administrative Committee.
- A follow-up discussion occurred at the June 5, 2020 Committee of the Whole meeting.
- Staff is soliciting feedback from the committee for formal consideration on September 3, 2020.

Attachments: [CIP F&A Presentation 27AUG20 ver02.pdf](#)

7.12 [20-1142](#)

Presentation and Discussion on County Health Insurance Plan for Fiscal Year (FY) 2021.

- Staff will provide an overview of Lake County's health insurance plan coverage for FY 2020.
- A recommendation on FY 2021's health insurance plan will be presented for discussion.
- Formal consideration of FY 2021's health insurance plan will be brought for the committee's consideration on September 3, 2020.

7.13 [20-1140](#)

Discussion on Tax Increment Financing (TIF) processes and guidance to County Board Members and staff.

8. **Executive Session**

9. **Director's Reports**

9.1 [20-1147](#)

Director's Reports.

- Facilities and Construction Services.
- Finance and Administrative Service.
- Human Resources.
- Information Technology.

10. **Public Comment**

11. **County Administrator's Report**

12. **Members Remarks**

13. **Adjournment**

Next Meeting: September 3, 2020