

# **Lake County Illinois**

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



## **Agenda Report - Final**

**Thursday, February 27, 2025**

**8:30 AM**

**Assembly Room, 10th Floor or register for remote attendance at:  
<https://bit.ly/4b8RFDh>**

**Financial & Administrative Committee**

**PUBLIC ATTENDANCE:** The public can attend Lake County Committee and Board meetings in one of two ways:

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower, 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance through an electronic conferencing application (register via the link on the front page of the agenda).

**RECORDING:** Meetings, to include Public Comment, will be recorded.

**PUBLIC COMMENT:**

An opportunity for Public Comment will be provided during the meeting in accordance with the Lake County Board Rules of Order and Operational Procedures. At the time of Public Comment, it will proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application. Individuals may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to [PublicComment@Lakecountyil.gov](mailto:PublicComment@Lakecountyil.gov) or delivered to the County Board Office, 18 N. County Street, Waukegan, Illinois, (10th floor)). Written comments will be circulated to the Members, but not read aloud.

**PLEASE NOTE:** An individual is allowed 3 minutes total for one or more public comments.

Individuals providing Public Comment will provide the following information:  
Meeting: Financial and Administrative Committee (Subject line for written Public Comment)

Topic or Agenda Item #: (REQUIRED)

Name: (REQUIRED)

Organization/Entity Represented: (REQUIRED) ("Self" if representing self)

Street Address, City, State: (Optional)

Phone Number: (Optional)

Email: May be REQUIRED for remote attendance

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

**CONSENT AGENDA (Items 8.1 - 8.12)**

**\*MINUTES\***

8.1 **25-0317**

Committee action approving the Financial and Administrative Committee minutes from January 30, 2025.

**Attachments:** [F&A 1.30.25 Final Minutes](#)

8.2 **25-0318**

Committee action approving the Financial and Administrative Committee minutes from February 6, 2025.

**Attachments:** [F&A 2.6.25 Final Minutes](#)

**\*REPORTS\***

8.3 **25-0304**

Cash & Investment Report from Holly Kim, Treasurer, for the month of January 2025.

**Attachments:** [FSG 1.31.25.pdf](#)

[F&G 1.31.24.pdf](#)

[Lake County Investment Portfolio Summary - January 2025.pdf](#)

**\*HEALTH & COMMUNITY SERVICES\***

8.4 **25-0293**

Joint resolution authorizing three contracts for the Opportunity Youth Program under the Workforce Innovation and Opportunity Act (WIOA) with 160 Driving Academy (Evanston, IL), SGA Youth & Family Services (Chicago, IL), and Youth Conservation Corps (Waukegan, IL), totaling \$504,306.30 to serve WIOA-eligible out-of-school youth.

- The Workforce Development Board recommends approval to authorize sub-recipient agreements for Opportunity Youth Programs with qualified providers to deliver employment and training services to out-of-school youth under the U.S. Department of Labor Workforce Innovation and Opportunity Act (WIOA).
- Lake County issued a Request for Proposal (RFP), which was extended to 32 vendors, seven proposals were received, and four vendors were shortlisted.
- Based on the RFP evaluation criteria the Workforce Development Board has approved entering into a sub-recipient agreement with the following three entities.
  - 160 Driving Academy - Serve 18 out-of-school youth for \$128,571.30
  - SGA Youth & Family Services - Serve 25 out-of-school youth for \$248,535
  - Youth Conservation Corps (YCC) - Serve 18 out-of-school youth for \$127,200
- Contracts are not to exceed \$504,306.30 and will be funded through the County's allocation of U.S. Department of Labor WIOA grant funds.
- Contract terms will be for the time period of March 2025 through June 2026, with the option to renew for up to two additional two-year periods, contingent upon acceptable performance by the contractor and the appropriation of sufficient grant funds.

**Attachments:** [RFP 24383 Workforce Development Board Opportunity Youth Action Fe](#)  
[RFP 24383\\_2024-11-06-Final-RFP Opportunity Youth Program for LCWI](#)  
[RFP 24383 Score Summary February 2025](#)  
[RFP 24383\\_2024-12-23 YCC Draft Opportunity Youth Program\\_Februar](#)  
[RFP 24383 VDS- YCC1](#)  
[RFP 24383\\_2025-1-28 Draft Rock Gate Capital LLC dba 160 Driving Ac](#)  
[RFP 24383 VDS-160 Academy February 2025](#)  
[RFP 24383\\_2025-1-28 SGA Youth Family Services Draft Opportunity Yo](#)  
[RFP 24383 VDS LL 02042025 February 2025](#)

## 8.5 **25-0301**

Joint resolution authorizing two contracts for Local Chamber of Commerce under the Workforce Innovation and Opportunity Act (WIOA) with Lake Zurich Chamber of Commerce and Green Oaks, Libertyville, Mundelein, Vernon Hills Chamber of Commerce (GLMV) totaling \$150,000 to serve the Lake County business community.

- The Workforce Development Board recommends approval to authorize professional service agreements with two chambers to foster collaboration amongst the Workforce Board & Department within private sector, foster a unified approach to support business advocacy, networking, community building, economic development, business and community outreach, and support local businesses achievements. This collaboration will enhance a favorable business climate, promote economic growth, and improve the overall quality of life in the community.

- Lake County issued a Request for Proposal (RFP), which was extended to 14 local chambers of commerce, three proposals were received, and two chambers of commerce were shortlisted.
- Based on the RFP evaluation criteria, the Workforce Development Board recommends entering into a professional services agreement with the following chambers:
  - Lake Zurich Chamber of Commerce
  - Green Oaks, Libertyville, Mundelein, Vernon Hills Chamber of Commerce (GLMV)
- Contracts are not to exceed \$150,000 and will be funded through the County's allocation of U.S. Department of Labor WIOA grant funds.
- Contract terms will be for the time frame of April 1, 2025, to June 30, 2026, with the option to renew for up to four additional one-year periods, contingent upon acceptable performance by the contractor and the appropriation of sufficient grant funds.

**Attachments:** [RFP 24384 Workforce Development Board Chamber of Commerce Actic](#)  
[RFP 24384\\_SUMMARY ScoreSheet\\_February 2025](#)  
[RFP 24384\\_2024-11-20 Workforce Innovation Opportunity Act Chamber](#)  
[RFP 24384\\_2025-2-17 GLMV Chamber of Commerce Agreement - Draft](#)  
[RFP 24384\\_VDS GLMV February 2025](#)  
[RFP 24384\\_2025-2-17 LZACC Chamber of Commerce Agreement - Draf](#)  
[RFP 24384\\_VDS LZACC February 2025](#)

**\*PUBLIC WORKS & TRANSPORTATION\***

**8.6 [25-0280](#)**

Joint resolution authorizing execution of a contract with Mauro Sewer Construction, Inc. of Des Plaines, Illinois, in the amount of \$589,745 for the Indian Creek Club Water Main Improvement Project.

- Lake County Public Works provides water service to the Indian Creek Club community.
- The water main pipe along Cripple Creek Drive has had multiple breaks since 2021, and the water main pipe condition appears to be degraded due to corrosive soil conditions in this limited area.
- The most economical and efficient method to provide reliable service is to replace approximately 1,020 feet of water main in the Indian Creek Club community.
- The County received bids from 10 contractors ranging from \$589,745 to \$724,881.57.
- This project is in the Department's FY '24 capital budget with \$750,000 allocated for construction.
- The award of this contract is recommended to the lowest responsive and responsible bidder, Mauro Sewer Construction, Inc. of Des Plaines, Illinois, in the

amount of \$589,745.

- This resolution authorizes and directs the County Purchasing Agent to execute a contract with Mauro Sewer Construction, Inc. of Des Plaines, Illinois, in the amount of \$589,745.

**Attachments:** [25-0280 Indian Creek Club WM Bid Docs NB](#)

[25-0280 Indian Creek Club WM Bid Tab As-Calculated NB](#)

[25-0280 Indian Creek Club WM Project Location Map NB](#)

[25-0280 Indian Creek Club WM Vendor Disclosure Form NB](#)

**8.7**     **25-0279**

Joint resolution authorizing a contract with Buckeye Power Sales Co., Inc of Romeoville, Illinois, in the amount of \$88,495.85 for Generator Replacement and Installation Services for Lake County Public Works JCYS Lift Station.

- As part of the Fiscal Year 2025 Lake County Public Works Budget Process, funding was appropriated to the Sewer Facility Equipment for Sanitary Lift Stations Generator replacements.
- There is a need to replace one natural gas generator that has reached the end of its operational life and secure installation services.
- The project will include removal and replacement of existing generator, rigging, setup, and associated electrical work.
- Public Works identified a cooperative purchasing contract with Buckeye Power Sales Co., Inc, Romeoville, Illinois, through Joint Purchasing Kohler Power Systems (Kohler Company) Sourcewell Cooperative Agreement to procure equipment, products, or services. The current term of the contract is through November 26, 2026.
- Pursuant to Article 33.115 Cooperative Joint Purchasing of the Lake County Purchasing Ordinance, Lake County may participate in a cooperative purchasing agreement with Joint Purchasing Buckeye Power Sales Co., Inc.
- This resolution authorizes and directs the County Purchasing agent to execute a contract with Buckeye Power Sales Co., Inc., Romeoville, Illinois, in the amount of \$88,495.85 for Generator Replacement and installation Services which is within budget.

**Attachments:** [25-0279 BPS QUOTE LRSD JCYS Lift Station](#)

[25-0279 Vendor disclosure statement](#)

**8.8**     **25-0163**

Joint resolution appropriating \$159,135 of ¼% Sales Tax for Transportation funds for the Joint Utility Locating Information for Excavators, Inc. (JULIE) ticket screening and locating of Lake County Division of Transportation (LCDOT) storm sewers for excavator dig requests along various County highways.

- Pursuant to Illinois law, JULIE serves as a message handling notification service for

underground facility owners regarding planned excavations.

- LCDOT processes over 10,000 storm sewer ticket screenings and locate requests from JULIE annually to comply with the Illinois Underground Utility Facilities Damage Prevention Act.
- LCDOT's existing storm sewer locating contract with USIC Locating Services, LLC of Lombard, Illinois, began on March 1, 2021, for a period of two years, and allows a total of three one-year contract extensions. This will be the third one-year contract extension and will cover the period of March 1, 2025, to February 28, 2026.
- The appropriation includes the annual message handling service fee of \$25,000 paid to JULIE.
- This project is included in the Transportation Improvement Program and designated as Section 25-00000-09-GM.

**Attachments:** [25-0163 Vendor Disclosure, USIC, JULIE Locates](#)

**8.9**     [25-0262](#)

Joint resolution appropriating \$800,000 of ¼% Sales Tax for Transportation funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with improvements along Prairie Road, from Aptakisic Road to Illinois Route 22, and along Aptakisic Road, between Buffalo Grove Road and Prairie Road.

- Prairie Road, from Aptakisic Road to Illinois Route 22 and Aptakisic Road, between Buffalo Grove Road and Prairie Road, will be improved by completing priority non-motorized gaps.
- Prairie Road will be resurfaced and turning lane improvements to the intersection of Prairie Road at Aptakisic Road are also under consideration. The non-motorized improvements will be completed with the roadway projects, or as a standalone project, depending on the timing of acquisition process.
- Preliminary engineering plans and right-of-way plats identifying the right-of-way needs for the improvements have been prepared.
- This project is included in the Transportation Improvement Program and designated as Section 23-00999-98-CH.

**Attachments:** [25-0262 Location Map, Prairie and Aptakisic Rds](#)

**8.10**     [25-0270](#)

Joint resolution authorizing emergency appropriations for Fiscal Year (FY) 2025 for the Lake County Division of Transportation (LCDOT) capital funds for projects previously approved, for additional revenue that has been received for the previous fiscal year, and for project related reimbursement revenue from outside agencies and the related expense.

- Due to the nature of transportation project work occurring over multiple years, this is a routine annual appropriation request to carryover previously appropriated funds into the current fiscal year.
- These projects and revenue were not included in the FY 2025 budget because the

- funds were allocated or made available in previous fiscal years.
- Without this action, these projects and revenue will not have the budget authority required.

**Attachments:** [Mar-25 DOT Capital Carryovers](#)

**\*PLANNING, BUILDING, ZONING & ENVIRONMENT\***

**8.11 [25-0313](#)**

Joint resolution amending the Land Development Fee Schedule.

- The Land Development Fee Schedule, last updated in 2018, requires periodic analysis to determine sufficient cost coverage and market parity and to identify other relevant modifications.
- Planning, Building and Development Department staff previously presented their current analysis and fee schedule update recommendations to the Planning, Building, Zoning and Environment (PBZ&E) Committee at its meeting on February 5.
- Consensus was provided by the Committee to staff to bring the item back for additional discussion and action.
- The proposed draft fee schedule incorporates a one-time adjustment to certain fees and an annual fee adjustment based on the lesser of the most recent available Consumer Price Index or five percent.
- This resolution shall be in full force and effect on June 2, 2025.

**Attachments:** [FEE SCHEDULE FY25 EXHIBIT A](#)

**8.12 [25-0312](#)**

Ordinance amending Section 94.63 of the Lake County, Illinois Code of Ordinances relating to hearing costs.

- Staff proposes to increase the Administrative Adjudication (AA) hearing cost, which was last updated in 2012.
- The proposal to increase the hearing cost from \$50 to \$75 accounts for inflationary costs to operations over time and is designed to achieve cost parity with other counties governed by the same administrative adjudication statute.

**Attachments:** [Exhibit A 94.63 Amendment](#)

**REGULAR AGENDA**

**\*FINANCIAL & ADMINISTRATIVE\***

**County Board**

**8.13 [25-0331](#)**

Discussion on proposed changes to the Lake County Standards of Conduct for appointees.



**Attachments:** [SOC Discussion DRAFT 022725](#)

**County Clerk**

**8.14** [25-0302](#)

Resolution authorizing a contract with Beltmann Relocation Group, Roselle, Illinois, for Delivery and Storage of Election Equipment and Supplies for the Lake County Clerk in the estimated annual amount of \$109,500 with renewal options.

- The current contract for Delivery and Storage of Election Equipment and Supplies has expired with no options for renewal.
- The County received six bids in the amounts of \$75,360 through \$720,000, one non-responsive bid was received.
- Beltmann Relocation Group, Roselle, Illinois, is the lowest responsible and responsive bidder in the estimated annual amount of \$109,500.
- This resolution authorizes a two-year contract with Beltmann Relocation Group, Roselle, Illinois, with three one-year renewals for an estimated annual amount of \$109,500.

**Attachments:** [Beltmann Vendor Disclosure](#)

[25173 - Full revised bid](#)

[25173 Bid Tab](#)

**Emergency Management Agency**

**8.15** [25-0220](#)

Resolution accepting the annual Emergency Management Intergovernmental Grant Agreement from the Illinois Emergency Management Agency (IEMA) for federal fiscal year (FFY) 2024 Emergency Management Performance Grant (EMPG) in an amount not to exceed \$154,477.07.

- Lake County applied for and has been awarded an annual allocation from IEMA, on behalf of the Lake County Emergency Management Agency (LCEMA).
- This grant funding (a) supports Lake County in developing and maintaining an effective integrated EMA and program; (b) provides for quarterly reimbursement of allowable EMA program costs; and (c) provides for EMA program expenses from October 1, 2024, through September 30, 2025.
- The agreement shall be effective on October 1, 2023, and shall expire on September 30, 2026.
- The actual amount of grant funding is dependent on (a) the federal budget and FEMA grant program guidance, (b) availability of federal funds to IEMA, and (c) actual EMA expenditures.
- The maximum grant funding to Lake County is \$154,477.07.
- Revenue from this grant will offset currently budgeted expenses. No additional expenses are budgeted as a result of this grant.
- Lake County invests local funding in emergency management program activities to

satisfy the grant match requirements.

**Attachments:** [24EMALAKE](#)

### **Facilities and Construction Services**

**8.16** [25-0287](#)

Resolution authorizing an agreement with EXP US Services, Chicago, Illinois, for professional services to support the fire alarm and life safety systems at various Lake County Facilities, in the amount of \$247,500.

- As part of the Fiscal Year 2025 Capital Budget Process and Facilities Capital Improvement Plan, the design of the fire alarm systems, electrical systems and HVAC systems for the following facilities: the Mundelein Traffic Court, Central Permit Facility, and Division of Transportation was authorized.
- Lake County Facilities and Construction Services department is seeking professional services to upgrade the fire alarm system, critical air conditioners, uninterruptible power supplies (UPS) systems, emergency generator review, and office HVAC equipment replacement.
- In accordance with the Local Government Professional Services Selection Act, a firm may be selected directly by the County based on a prior satisfactory relationship; the recommended consultant is EXP US Services.
- This resolution authorizes the execution of an agreement with EXP US Services, Chicago, Illinois, in an estimated amount of \$247,500 including reimbursable expenses.

**Attachments:** [vendor disclosure](#)

[EXP Proposal for Facilities](#)

[Agreement for Professional Engineering Services at Mundelein Traffic Co](#)

### **Finance**

**8.17** [25-0324](#)

Joint resolution authorizing an emergency appropriation in Fund 270 Solid Waste Management Tax Fund to cover allowable expenses incurred by the Health Department during Fiscal Year 2024 in the amount of \$27,573.41 from the Fund 270 fund balance.

- Lake County incurred allowable expenses that exceed the amount anticipated by the Health Department and approved in the Fiscal Year (FY) 2024 budget.
- Expenses in the Solid Waste Management Tax fund are transferred to the Health Department's Environmental Health Division to support the County's landfill inspection program.
- There are sufficient reserves in the Solid Waste Management Tax Fund to cover the additional expenses and fund this emergency appropriation.

**Attachments:** [Emergency Appropriation - Fund 270 2.17.25](#)

**Treasurer's Office**

**8.18    [25-0281](#)**

Resolution authorizing a contract with Davis Bancorp, of Chicago, Illinois, for Armored Car Services in the estimated annual amount of \$78,280, with renewal options.

- The current contract for Armored Car Services expires on April 14, 2025, with no options for renewal.
- Armored car services are provided for the county departments that collect payments in cash.
- The County received two bids, one in the amount of \$78,280, another bid was received and deemed non-responsive.
- Davis Bancorp, Chicago, Illinois, is the lowest responsible and responsive bidder in the estimated annual amount of \$78,280.
- This resolution authorizes a two-year contract with Davis Bancorp, Chicago, Illinois, with three one-year renewals for an estimated annual amount of \$78,280.

**Attachments:**    [25153 Bid Tab](#)

[25153 - B Armored Car Services for Lake County IL 120224 ya edits](#)

[Davis Bancorp Vendor Disclosure](#)

**9.        County Administrator's Report**

**10.       Executive Session**

**10.1     [25-0069](#)**

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

**10.2     [25-0315](#)**

Executive Session to discuss purchase or lease of real property pursuant to 5 ILCS 120/2(c)(5).

**11.       Member Remarks and Requests**

**12.       Adjournment**

**Next Meeting: March 6, 2025**