

# Lake County Illinois

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



## **Agenda Report - Final-Amended**

**Thursday, October 9, 2025**

**8:30 AM**

**Assembly Room, 10th Floor or register for remote attendance at:  
<https://bit.ly/4229oZR>**

**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 - 8.29)**

**\*MINUTES\***

8.1 [25-1186](#)

Committee action approving the Financial and Administrative Committee minutes from August 28, 2025.

**Attachments:** [F&A 8.28.25 Final Minutes](#)

**\*REPORTS\***

8.2 [25-1171](#)

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

**Attachments:** [FSG August 2025 .pdf](#)

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

[FSG Aug 2024.pdf](#)

8.3 [25-1299](#)

Finance Monthly Report - August 2025.

**Attachments:** [Monthly Financial Report August 2025](#)

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

8.4 [25-1183](#)

Joint resolution approving the first amendment to the Program Year 2025 (PY25) United States Department of Housing & Urban Development (HUD) Annual Action Plan (AAP).

- HUD requires the submission of an Annual Action Plan (AAP) and associated amendments to govern expenditure of federal housing and community development funding for each program.

- The first amendment to the PY 2025 AAP makes the following changes:
  - Reduction in \$201,031 of funding allocated to Liberty Lake Apartments (Full Circle Communities).
  - Increase of \$141,031 in funding for a Community Integrated Living Arrangement (Community Partners for Affordable Housing).
  - Increase of \$50,000 in funding for a Community Integrated Living Arrangement (Clearbrook).
  - Increase of \$10,000 in funding for sidewalk improvements (City of Zion).

**Attachments:** [PY25 AAP 1ST AMENDMENT](#)

**8.5** [25-1178](#)

Joint resolution approving an emergency appropriation of \$40,355 for Fiscal Year 2025 and accepting additional funding from the Illinois Department of Public Health Comprehensive Health Protection Grant.

- The Health Department received \$40,355 in additional grant funding for the period of July 1, 2025, through June 30, 2026, which was not previously appropriated because the grant resources were approved after the County's adoption of the Fiscal Year 2025 budget.
- This funding is to implement programs to control infectious diseases, protect food, ensure safe water, and prevent health hazards from improper sewage disposal, to maintain a tick surveillance program that includes collecting and analyzing tick specimens and environmental samples, and to purchase mosquito control insecticides or contract for larvicide application to prevent West Nile virus, conduct bird and mosquito surveillance, and issue public notifications upon positive cases.
- This will fund supplies, contractual services, and offset existing staff salary and fringe benefits.
- If funding for the positions and services end, and new funding is not secured, the positions and services will be eliminated.

**Attachments:** [Emergency Appropriation for FY25 August 2025 Comprehensive](#)

**8.6** [25-1179](#)

Joint resolution approving an emergency appropriation of \$40,000 for Fiscal Year 2025 and accepting additional funding from the Greater Chicago Food Depository Women, Infants, Children Navigator Project grant.

- The Health Department received \$40,000 in additional grant funding for the period of June 8, 2025, through July 31, 2026, which was not previously appropriated because the grant resources were approved after the County's adoption of the Fiscal Year 2025 budget.
- This funding will focus on increasing Women, Infants, and Children recruitment and retention in Lake County through targeted outreach, strengthening partnerships with collaborating/referral agencies, community-based education, and enhanced client engagement.
- This will fund mileage reimbursement and offset existing staff salaries and fringe

benefits.

- If funding for the positions and services end, and new funding is not secured, the positions and services will be eliminated.

**Attachments:** [Emergency Appropriation for FY25 July 2025 WIC Navigator NEW](#)

**8.7** [25-1324](#)

Joint resolution approving an emergency appropriation of \$10,000 for Fiscal Year 2025 accepting additional funding from the Illinois Department of Human Services Substance Use Prevention Services grant.

- The Health Department received \$10,000 in additional grant funding for the period of July 1, 2025, through June 30, 2026, which was not previously appropriated because the grant resources were approved after the County's adoption of the Fiscal Year 2025 budget.
- This funding is to support prevention activities that reduce alcohol, marijuana, and other drug use among youth and young adults, as well as address the non-medical use of prescription drugs by all ages.
- This will fund postage and offset existing staff salary and fringe benefits.
- If funding for the positions and services end, and new funding is not secured, the positions and services will be eliminated.

**Attachments:** [Emergency Appropriation for FY25 September 2025 SUPS](#)

**8.8** [25-1325](#)

Joint resolution approving an emergency appropriation of \$129,822 for Fiscal Year 2025 accepting additional funding from the Illinois Department of Human Services Child and Family Connections grant.

- The Health Department received \$129,822 in additional grant funding for the period of July 1, 2025, through June 30, 2026, which was not previously appropriated because the grant resources were approved after the County's adoption of the Fiscal Year 2025 budget.
- This funding is to support family-centered early intervention services that build caregiver capacity and promote children's optimal development through collaborative and individualized supports.
- This will offset existing staff salary and fringe benefits.
- If funding for the positions and services end, and new funding is not secured, the positions and services will be eliminated.

**Attachments:** [Emergency Appropriation for FY25 September 2025 CFC](#)

**8.9** [25-1326](#)

Joint resolution approving an emergency appropriation of \$413,800 for Fiscal Year 2025 accepting additional funding from the Illinois Department of Human Services Better Birth Outcomes grant.

- The Health Department received \$413,800 in additional grant funding for the

period of July 1, 2025, through June 30, 2026, which was not previously appropriated because the grant resources were approved after the County's adoption of the Fiscal Year 2025 budget.

- This funding is to provide nursing assessments and navigation services that connect pregnant and parenting individuals to needed resources and assess the health and needs of infants up to six months, aiming to reduce maternal and infant health risks and strengthen family wellness.
- This will fund medical supplies, contractual services, training and offset existing staff salary and fringe benefits.
- If funding for the positions and services end, and new funding is not secured, the positions and services will be eliminated.

**Attachments:** [Emergency Appropriation for FY25 September 2025 BBO](#)

**8.10** [25-1327](#)

Joint resolution approving an emergency appropriation of \$25,000 for Fiscal Year 2025 accepting additional funding from the Steans Family Foundation iGrow grant.

- The Health Department received \$25,000 in additional grant funding for the period of July 1, 2025, through June 30, 2026, which was not previously appropriated because the grant resources were approved after the County's adoption of the Fiscal Year 2025 budget.
- This funding is to develop and expand a coordinated resource system for families, which includes education, outreach, and home visiting services for expectant parents and families with new babies and young children up to age five.
- This will fund temporary employment staff that perform community outreach.
- If funding for the positions and services end, and new funding is not secured, the positions and services will be eliminated.

**Attachments:** [Emergency Appropriation for FY25 September 2025 Steans](#)

**8.11** [25-1180](#)

Joint resolution approving an emergency appropriation of \$6,250 for Fiscal Year 2025 and accepting additional funding from the Illinois Department of Public Health Comprehensive Health Protection Grant, Opioid Overdose Prevention grant.

- The Health Department received \$6,250 in additional grant funding for the period of July 1, 2025, through June 30, 2026, which was not previously appropriated because the grant resources were approved after the County's adoption of the Fiscal Year 2025 budget.
- This funding is to purchase and distribute naloxone to reverse opioid overdoses, distribute fentanyl and xylazine test strips, and provide training on overdose prevention and naloxone use.
- This will offset existing staff salary and fringe benefits.
- If funding for the positions and services end, and new funding is not secured, the positions and services will be eliminated.

**Attachments:** [Emergency Appropriation for FY25 August 2025 CHP Opioid Overdose P](#)

8.12 **25-1181**

Joint resolution approving an emergency appropriation of \$11,958 for Fiscal Year 2025 and accepting additional funding from the Illinois Department of Public Health Comprehensive Health Protection Grant, Tuberculosis Prevention Grant.

- The Health Department received \$11,958 in additional grant funding for the period of July 1, 2025, through June 30, 2026, which was not previously appropriated because the grant resources were approved after the County's adoption of the Fiscal Year 2025 budget.
- This funding supports local tuberculosis control programs and efforts to treat individuals diagnosed with active tuberculosis disease.
- This will offset existing staff salary and fringe benefits.
- If funding for the positions and services end, and new funding is not secured, the positions and services will be eliminated.

**Attachments:** [Emergency Appropriation Template for FY25 August 2025 TB Prevention](#)

8.13 **25-0910**

Joint resolution approving a subaward amendment agreement with the College of Lake County for Workforce Development to provide services under the Climate Equity Jobs Act (CEJA) Workforce Hub Project authorizing an emergency appropriation in the amount of \$697,862 and increasing the authorized full-time headcount for the Workforce Development Department by three positions.

- Workforce Development entered into a subaward recipient agreement with College of Lake County to provide comprehensive training and support services to prepare individuals for careers in clean energy and related industries in accordance with the Illinois Clean Jobs Workforce Network Program Grant through the Illinois Department of Commerce and Economic Opportunity.
- The subaward recipient agreement was executed on November 27, 2024, in the amount of \$2,052,138.
- The services focus efforts within the identified communities of the Restore, Reinvest and Renew (R3) Zones including North Chicago, Waukegan and Zion and the Equity Investment Eligible communities of North Chicago, Waukegan, Zion, Gurnee, Highland Park, Highwood, Mundelein and Buffalo Grove.
- The subaward amendment agreement extends the performance period through June 30, 2026, and increases the award in the amount of \$697,862 for a total award of \$2,750,000.
- With the additional funds, Workforce Development will add three new positions, a CEJA Program Manager, CEJA Participant Transition Specialist and a CEJA Employment Specialist to meet the demand of the number of participants being served and recruit employers hiring for clean energy jobs or related occupations.
- The positions will be eliminated if or when this funding is no longer available and no other funding source has been identified.

**Attachments:** [CEJA Workforce Hub Program Grant Sub Grantee Adendum Final](#)  
[Workforce Development CEJA Budget October 2025](#)  
[Workforce Development CEJA Grant August 2025](#)

**\*LAW & JUDICIAL\***

**8.14 [25-1199](#)**

Joint resolution authorizing a contract with Wellpath LLC, Nashville, Tennessee, in the base annual amount of \$491,160 for juvenile healthcare at the Lake County Hulse Juvenile Detention Center and FACE-IT Residential Program.

- The current contract for juvenile healthcare services expires on November 30, 2025.
- The Request for Proposals (RFP) was sent to 23 vendors, proposals were received from three firms and interviews were held with the three firms.
- Based on the criteria set forth in the RFP, it has been determined that the proposal submitted by Wellpath LLC, is the most favorable for Lake County.
- The contract authorizes the Purchasing Agent to enter into a two-year agreement with three additional one-year renewal options that will cost the County a base annual amount of \$491,160, pending County Board budget approval.
- The base annual amount does not include Pass-Through Expenses for offsite healthcare, pharmacy, and other services.

**Attachments:** [RFP 25172 Juvenile Healthcare Services](#)  
[Wellpath Vendor Disclosure](#)  
[Scoring Matrix](#)  
[Lake County IL Juvenile PE Agreement 12.01.2025](#)

**8.15 [25-1182](#)**

Joint resolution authorizing a contract with Wellpath LLC, Nashville, Tennessee in the estimated annual amount of \$4,657,248 for inmate medical care at the Lake County Jail.

- The current contract for jail medical services expires on November 30, 2025.
- A request for proposal (RFP) was sent to 15 vendors and proposals were received from two vendors with annual costs ranging from \$4.6 million to \$5.5 million.
- Based on the criteria set forth in the RFP, it has been determined that the proposal submitted by Wellpath LLC, is the most favorable for Lake County.
- The contract authorizes the purchasing agent to enter into a two-year agreement with three additional one-year renewal options that will cost the County an estimated annual amount of \$4,657,248, pending County Board budget approval.

**Attachments:** [Wellpath Vendor Disclosure 2025.pdf](#)  
[RFP 25199 Jail Inmate Medical](#)

[Scoring Matrix](#)

[Lake County IL Adult PE Agreement 12.01.2025](#)

**8.16** [25-1130](#)

Joint resolution approving an intergovernmental agreement (IGA) for part-time contractual police services by and among the Beach Park School District #3, Lake County, and the Lake County Sheriff's Office (LCSO) in the amount of \$52,065.13.

- Beach Park School District #3, and the LCSO piloted a part-time police/school resource officer program in 2016 to provide police services in the form of a police/school resource officer (SRO) at the Beach Park Middle School.
- The main objectives in having an SRO are to develop a positive relationship between law enforcement and the students, effectively deal with juvenile offenses/issues and to protect students and the school from violations of the law.
- The term of this agreement is for one year, beginning August 1, 2025, and ending July 31, 2026.
- The contract includes one part-time SRO working two days per week for 16 hours per week while school is in session.
- Beach Park School District #3 will reimburse the cost for the SRO position for the hours worked and the SRO will be assigned other duties while not serving as the SRO.

**Attachments:** [Beach Park School Dist #3 SRO Contract 2025-2026 Calculations.pdf](#)

[Beach Park Middle School SRO contract .pdf](#)

**8.17** [25-1128](#)

Joint resolution accepting the Law Enforcement Camera Grant from the Illinois Law Enforcement Training and Standards Board and authorizing an emergency appropriation in the amount of \$54,432.

- In March 2025, the Sheriff's Office applied for the Law Enforcement Camera Grant.
- The grant allowed payment to be made to units of local government that have incurred certain types of reimbursable costs for officer-worn body cameras and each in car (dash) cameras.
- The Sheriff's Office received notification on August 27, 2025, that the grant was awarded in the amount of \$54,432.

**Attachments:** [FY25 ILETSB Camera Grant UGA Agreement Number 20260014](#)

**8.18** [25-1295](#)

Joint resolution authorizing the acceptance of an award with the Illinois Department of Transportation for a Sustained Traffic Enforcement Program (STEP) grant in the estimated amount of \$237,959.04 for Fiscal Year (FY) 2026.

- The Lake County Sheriff's Office (LCSO) has applied for and been awarded STEP grants since 2013.
- The LCSO has applied and received acceptance for a FY 2026 Illinois Department

of Transportation STEP grant in the approximate amount of \$237,959.04 for grant period of October 1, 2025, through September 30, 2026.

- The grant reimburses the deputies' overtime wage costs and indirect costs on direct salary and wage excluding fringe.
- The main objective of the grant is to conduct specific traffic enforcement details that focus on speeding enforcement, distracted driving enforcement, impaired driving enforcement, and child passenger safety campaigns that will make the roadways safer.
- The LCSO will conduct six mandatory enforcement campaigns and all optional enforcement campaigns.
- The traffic enforcement campaigns held in Fiscal Year 2025 led to a total of 1,684 citations being issued; 118 of those citations were seat belt violations, 863 were speeding violations, 51 were distracted driving violations, and 27 arrests were made for Driving Under the Influence (DUI) of alcohol and/or drugs.

**8.19** [25-1160](#)

Joint resolution authorizing the emergency appropriation of \$24,200 from the State's Attorney's Office Money Laundering fund to pay salary and fringe costs through the remainder of Fiscal Year (FY) 2025 for the Conviction Integrity Unit Director.

- The Lake County State's Attorney's Office (SAO) requests the allocation of \$24,200 from its Money Laundering fund to pay for salary and fringe costs.
- The Money Laundering fund has a current cash balance of approximately \$33,000.
- This appropriation is being requested as the department awaits a grant budget modification approval through the Illinois Innocence Project, which is anticipated to occur in November 2025.
- The SAO is a subgrantee on the aforementioned grant and we will then be awarded funds for our Conviction Integrity Unit Director.
- The remaining estimated salary costs are \$21,000 and fringe costs of \$3,200 through November 30, 2025.

**Attachments:** [FY25 Money Laundering Emerg Approp Detail 10.2025.pdf](#)

**8.20** [25-1340](#)

Joint resolution authorizing the increase in headcount of the Lake County State's Attorney's Office/Children's Advocacy Center by reallocating contractual funds to one full-time employee.

- The Lake County State's Attorney's Office/Children's Advocacy Center will reallocate contractual funds to increase the headcount by one full-time employee.
- The employee will be paid by Victims of Crime Act (VOCA) funding awarded to the Lake County Children's Advocacy Center from July 1, 2025 - June 30, 2026, presented and approved in resolution file number 25-0958.
- The Lake County Children's Advocacy Center (LCCAC) will reallocate contractual funds for the creation of a new position, LCCAC Mental Health Therapist, to provide continued on-site mental health services and support to children and families.

- Grant program funding of \$68,325 will cover 100% of the salary and benefits of the LCCAC Mental Health Therapist.
- If funding for this position ends, and new funding is not secured, the position will be eliminated.

**Attachments:** [Grant Accounting Spreadsheet to FAS - CAC VOCA FY26](#)

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

**8.21** [25-1212](#)

Joint resolution appropriating a supplemental amount of \$921,000 of ¼% Sales Tax for Transportation funds and approving Change Order Number Four in the amount of \$1,294,769.65, for the intersection improvement of Winchester Road at Illinois Route 83.

- The County Board of Lake County, Illinois, at its August 13, 2024, meeting, approved an appropriation of \$3,920,000 of ¼% Sales Tax for Transportation funds and awarded a contract to Campanella and Sons, Inc., Wadsworth, Illinois, in the amount of \$3,266,544.26 for this project.
- Change orders need to be approved by the standing committees for cumulative net increases over 10 percent.
- The sum of all change orders to date is \$1,574,366.01, which represents a 48.2 percent increase over the original awarded contract amount.
- Change Order Number Four consists of additional ground stabilization to mitigate a larger area of unsuitable soils than was included in the original contract.
- The Illinois Department of Transportation (IDOT) previously agreed to reimburse Lake County for 50 percent of the construction costs up to \$1,550,000. Lake County Division of Transportation has requested IDOT consider increasing its contribution to \$2,500,000 to help cover the additional costs.
- This project is included in the Transportation Improvement Program and designated as Section 16-00170-13-CH.

**Attachments:** [25-1212 Winchester at IL83 Change Order Number Four](#)  
[25-1212 Summary, Winchester Rd at IL83 Change Order Four](#)  
[25-1212 Vendor Disclosure - Campanella - Winchester](#)  
[25-1212 Winchester Road at IL83 Intersection Improvement](#)

**8.22** [25-1206](#)

Joint resolution authorizing an agreement with GFT Infrastructure, Inc., Schaumburg, Illinois, to provide Phase I professional engineering services for Improvements on Gages Lake Road, from United States Route 45 to Illinois Route 21, and United States Route 45, from Center Street to Washington Street, at a maximum cost of \$3,237,837 and appropriating \$3,885,000 of Motor Fuel Tax funds.

- Phase I professional engineering services will be provided for evaluating roadway improvements, non-motorized travel improvements, and intersection

improvements.

- Lake County selects professional engineering firms in accordance with the Local Government Professional Services Selection Act, 50 ILCS 510/1 et. seq.
- The Lake County Division of Transportation's (LCDOT) Consultant Selection Process has been approved by the Federal Highway Administration and the Illinois Department of Transportation, and the firm selected for this project was selected in accordance with this approved process.
- LCDOT received and evaluated Statements of Interest and Qualifications from 11 professional firms.
- This project is included in the Transportation Improvement Program and designated as Section 24-00999-08-WR.

**Attachments:** [25-1206 Gages Lake Rd Improvements \(US45 to IL21\) Consultant Agree](#)  
[25-1206 Vendor Disclosure - GFT - Gages Lake](#)  
[25-1206 Gages Lake Road \(US Route 45 to IL Route 21\)](#)

**8.23** [25-1207](#)

Joint resolution authorizing a contract with Campanella & Sons, Inc., Wadsworth, Illinois, in the amount of \$7,219,693.30 for the intersection improvements of Russell Road at Kenosha Road and Lewis Avenue, and appropriating \$8,830,000 of County Option Motor Fuel Tax funds.

- The intersection improvements of Russell Road at Kenosha Road and Lewis Avenue will include the installation of roundabouts and non-motorized improvements.
- The project will require separate 90-day closures at each intersection to construct the roundabouts.
- The contract includes incentives to the contractor for opening each intersection early and disincentives if each closure goes beyond 90 days, as reducing the duration of the closure is a direct benefit to the motorists and residents including first responders and area schools.
- There was a public call for bids, and a total of four bids were received, ranging from \$7,219,693.30 to \$9,782,740.25 and the lowest responsible bidder is Campanella & Sons, Inc., Wadsworth, Illinois, in the amount of \$7,219,693.30.
- This project is included in the Transportation Improvement Program with construction to begin in 2026 and designated as Section 18-00999-57-EG.

**Attachments:** [25-1207 BidTabulation - Russell Road at Kenosha Road and Lewis Ave](#)  
[25-1207 Vendor Disclosure - Campanella - Russell](#)  
[25-1207 Russell Road at Kenosha Road & Lewis Avenue](#)

8.24 [25-1208](#)

Joint committee action item approving Change Order Number Three consisting of an increase of \$53,379 for additions to the Russell Road intersections improvement Phase II engineering services contract.

- Change Orders need to be approved by the standing committees for cumulative net increases over 10 percent.
- The Russell Road intersections improvement project is under contract with GFT Infrastructure, Inc., Schaumburg, Illinois, in the amount of \$1,204,887 as approved by the County Board on March 8, 2022, and designated as Section 18-00999-57 -EG.
- The sum of all contract change orders to date is \$171,928, which represents a 14.3% increase over the original awarded contract amount.

**Attachments:** [25-1208 Summary, Russell Road Intersections Phase II Change Order I](#)  
[25-1208 Russell Road Intersections Phase II Consultant Change Order](#)  
[25-1208 Vendor Disclosure - GFT - Russell Change](#)  
[25-1208 Russell Road at Kenosha Road & Lewis Avenue](#)

8.25 [25-1209](#)

Joint resolution authorizing a Highway Authority Agreement and Supplemental Highway Authority Agreement between Lake County and Graham C-Stores Company related to property located at 221 West Rollins Road in Round Lake Beach, Illinois.

- Graham C-Stores Company owns property at the southeast corner of Rollins Road and Cedar Lake Road (221 West Rollins Road), Round Lake Beach, Illinois, which has or had leaking underground storage tanks.
- Graham C-Stores is conducting corrective action in response to the release and has requested a No Further Remediation (NFR) letter from the Illinois Environmental Protection Agency (EPA) to enable the use and redevelopment of the property.
- As a condition of granting a NFR letter, the Illinois EPA requires that property owners enter into a standard Highway Authority Agreement stating rights and obligations relative to contaminants that may have been released into nearby highway rights-of-way.
- Lake County also requires a Supplemental Highway Authority Agreement with additional rights and obligations above and beyond what is stipulated in the Highway Authority Agreement.

**Attachments:** [25-1209 221 West Rollins Road Highway Authority Agreements Draft](#)  
[25-1209 221 W Rollins Road Highway Authority Agreements](#)

8.26 [25-1210](#)

Joint resolution authorizing an agreement with Baxter & Woodman, Inc., Crystal Lake, Illinois, for Phase II professional engineering services for the resurfacing of Cedar Lake Road, from Monaville Road to Hart Road, which will be improved under the Illinois Highway Code for a total of 3.25 miles, at a maximum cost of \$636,741 and appropriating \$765,000 of Matching Tax funds.

- Baxter & Woodman, Inc., Crystal Lake, Illinois, will be utilized to perform the Phase II design engineering services for the resurfacing of Cedar Lake Road, from Monaville Road to Hart Road.
- The scope of this project includes adding accessible pedestrian signals, upgrading sidewalk ramps, and modernizing the Rollins Road traffic signal.
- Lake County selects professional engineering firms in accordance with the Local Government Professional Services Selection Act, 50 ILCS 510/1 et. seq.
- The Lake County Division of Transportation's Consultant Selection Process has been approved by the Federal Highway Administration and the Illinois Department of Transportation, and the firm selected for this project was selected in accordance with this approved process.
- The selected firm has a satisfactory past relationship with the Lake County Division of Transportation.
- This project is included in the Transportation Improvement Program and designated as Section 24-00999-09-RS.

**Attachments:** [25-1210 Cedar Lake Road Resurfacing Consultant Agreement Draft](#)  
[25-1210 Vendor Disclosure - Baxter & Woodman - Cedar](#)  
[25-1210 Cedar Lake Resurfacing \(Hart Rd to Monaville Rd\)](#)

8.27 [25-1211](#)

Joint resolution appropriating a supplemental amount of \$30,000 of ¼% Sales Tax for Transportation funds for right-of-way costs associated with the non-motorized improvements along Butterfield Road, from Gregg's Parkway to Golf Road.

- Butterfield Road, from Gregg's Parkway to Golf Road, will be improved by adding non-motorized travel improvements.
- These improvements are identified on the County's 2040 Non-Motorized Plan and are a priority gap in the path network.
- The County Board, at its July 9, 2024, meeting, appropriated \$65,000 for right-of-way costs, which is based on independent appraisals prepared for each property.
- A supplemental appropriation is needed to acquire the necessary right-of-way to construct the improvements.
- This project is included in the Transportation Improvement Program with construction planned for 2026 and designated as Section 21-00137-19-BT.

**Attachments:** [25-1211 Butterfield Road Bike Path \(Greggs Parkway to Golf Road\)](#)

8.28 [25-1300](#)

Joint resolution appropriating \$806,400 of Motor Fuel Tax funds for maintaining streets and highways, including utility services, under the applicable Illinois Highway Code, from December 1, 2025, to November 30, 2026, and \$206,000 of Matching Tax funds for de-icing materials.

- In order to perform routine and necessary highway maintenance, the Lake County Division of Transportation must purchase Patrol One general maintenance materials and services on an annual basis.
- Patrol One general maintenance materials and services may include, but not be limited to, supplies such as paint, signposts, shoulder aggregate, and de-icing materials, as well as utility services and repairs.
- This project is included in the Transportation Improvement Program, and is designated as Section 26-00000-00-GM.

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

8.29 [25-1213](#)

Joint resolution authorizing the demolition of dangerous and unsafe buildings at 9865 W. Logan Court, Zion, Illinois, that have been deemed to be an immediate and continuing hazard to the community.

- Pursuant to 55 ILCS 5/5-1121, the Lake County Board has authority to expedite the demolition of any open and vacant buildings within unincorporated Lake County that constitute an immediate and continuing hazard to the community.
- The Lake County Building Official has determined that, due to their dilapidated condition, the residential structure and related accessory structures (all together referred to as the “buildings”) located at 9865 W. Logan Court, Zion, Illinois, (Parcel Identification Number (PIN 04-15-307-028)) constitute an immediate and continuing hazard to the community in which the buildings are located.
- Upon County Board approval, the State’s Attorney will notify the property owner(s) and any lienholders of record of the pending action pursuant to statute.
- Upon expiration of the 30-day notice period, if the property owners and lienholders of record have not caused the buildings to be demolished, repaired, or otherwise restored to a safe condition, or have not filed an appeal of the action in the Circuit Court Clerk’s Office, the Planning, Building & Development Department will initiate the demolition of the buildings and removal of debris, or other hazardous, noxious, or unhealthy substances or materials.

**Attachments:** [9865 Logan Demo Info Paper](#)  
[9865 Logan Court Presentation](#)

**REGULAR AGENDA**

**\*FINANCIAL & ADMINISTRATIVE\***

**County Clerk**

**8.30 [25-1297](#)**

Resolution accepting the Illinois State Board of Elections Polling Place Accessibility Grant and authorizing an emergency appropriation in the amount of \$250,000 for the specific purpose of making improvements to Illinois polling places for voters with disabilities.

- The purpose of this grant is to make improvements to Illinois polling places for voters with disabilities, pursuant to Section 101 of the Help America Vote Act of 2002, (“HAVA”) (52 USC 20901) (CFDA 90.404); funding is prioritized to correct barriers to accessing polling places.
- The proposed project will demolish the existing walkway and install appropriate ADA accessible walkways on the east and west sides of the North Entrance to bring the polling station at 18 N. County Street in full compliance with ADA standards §405.2 (Running Slope of 1:12 max), §405.3 (cross slope), §405.5 (clear width), and §405.8 (handrails).
- Work will include the following: Perform necessary sitework and demolition of existing infrastructure to provide ADA §405.2 compliant slope from N. County St. and Martin Luther King, Jr. Ave. to the Lake County government parking garage entrance.
- The walkway will be of proper width, including handrails, and lighting.
- The \$250,000 in grant funding was not previously appropriated because the grant resources were secured after the County’s adoption of the Fiscal Year (FY) 2025 budget.
- This is a reimbursement grant, whereby purchases are made by the County Clerk, and upon presentation of invoices and proof of payment, and approval by the Grants Program Manager, the County is reimbursed for qualified expenses.
- The grant award is for the period of July 1, 2025, through June 30, 2026.

**Attachments:** [LAKE FY26 IVRS Grant Agreement - Copy Redacted](#)

[Emerg Approp - 2026 PPA Grant - Co Clerk](#)

**Facilities and Construction Services**

**8.31 [25-1164](#)**

Committee action approving Job Order Contract project exceeding \$350,000 for the Mundelein Branch Courthouse fire alarm replacement project in a not to exceed amount of \$350,000.

- Lake County established Lake County Policy, 3.9, Job Order Contract (JOC) Policy in December 2023 that states all unplanned JOC project job orders exceeding a threshold of \$350,000 require approval of the Finance and Administrative

Committee prior to project job order execution.

- As part of the Fiscal Year 2025 Capital Budget Process and Facilities Capital Improvement Plan, the Mundelein Branch Courthouse fire alarm replacement project was authorized under a Joint Purchase Agreement.
- The fire alarm replacement project upgrades of end-of-life fire alarm systems and installs of a new fire alarm panel, fire alarm devices, as well as associated lighting and ceiling material.
- Given the complexity of the scope of work, Facilities and Construction Services determined the use of the Job Order Contract was in the best interest of Lake County.
- This Committee Action authorizes the use of the Job Order Contract in the not to exceed amount of \$350,000 for the Mundelein Branch Courthouse fire alarm replacement.

**8.32** [25-1197](#)

Resolution authorizing an agreement with FGM Architects, Westchester, Illinois, to provide Pre-Design and Schematic Design Architectural/Engineering Services for a Multi-Agency Facility in Libertyville, Illinois, in the amount of \$1,184,559.

- As part of the Fiscal Year 2025 Budget and in alignment with the Facilities Capital Improvement Plan, design of a new multi-agency facility in the Libertyville Campus tentatively planned to include the operations of the Coroner, some operations of the Sheriff, and storage space for the County Clerk was authorized.
- Lake County issued Statement of Interest #25219, which described the scope of services required to provide a comprehensive design solution for the new facility.
- Notices were sent to 50 firms and responses were received from 5 firms.
- In accordance with the Local Government Professional Services Selection Act, a selection Committee evaluated all firms, then selected and interviewed three firms.
- FGM Architects was determined to be the most qualified and negotiations were conducted.

**Attachments:** [Summary Scoring Matrix](#)

[SOI - Capital Project Design LCSO and Coroner's Office](#)

[Draft Agreement](#)

[FGM Proposal](#)

[FGM Vendor Disclosure Statement](#)

**Finance**

**8.33** [25-1363](#)

Resolution authorizing the creation of the Circuit Court Clerk Operation and Administration Fund.

- In accordance with 705 ILCS 135/10-5(d)(3), a new special revenue fund will be created to receive and record the fees for the Circuit Court Clerk Operation and Administration Fund.

- The amounts in this fund may be used to defray the expenses incurred for collection and disbursement of the various assessment schedules.
- According to statute, the money shall be remitted monthly by the clerk to the county treasurer and identified as funds for the circuit court clerk.
- This resolution establishes the Circuit Court Clerk Operation and Administration Fund as a special revenue fund to transparently report the collection and use of these funds.

**8.34** [25-1364](#)

Resolution approving updates to the Finance policy, 3.5 Budget Development Policy, to make clarifications for the development of the Fiscal Year (FY) 2026 annual budget.

- Each year, the County Board provides guidance for development of the annual budget. The County Board approved the guidelines for FY 2026 budget preparation in April 2025, but there is a need to update them to: 1) specifically clarify the annual increase used in the budgeting for non-union employees; 2) clarify the increase in the wage scales; and 3) clarify the policy for elimination of vacant positions.
- The changes are to sections 5.9.8 (vacant position clarification), 5.9.9 (annual wage increase), and 5.9.10 (increase in wage tables). Both a clean version and a red-line version are attached.
- These clarifications are necessary to ensure consistency and compliance with the Employee Policy and Procedure Manual.

**Attachments:** [3.5 Budget Development Policy \(CLEAN\) Proposed 10.9.25.pdf](#)

[3.5 Budget Development Policy \(Redline\) Proposed 10.9.25.pdf](#)

**8.35** [25-0075](#)

Director's Report - Finance.

**Treasurer**

**8.36** [25-1198](#)

Resolution authorizing a contract with Data Integrators, of Fredericksburg, Virginia, for Printing and Mailing of Real Estate Tax Bills for the Lake County Treasurer's Office in the estimated annual amount of \$34,270, with renewal options.

- There is a statutory requirement to mail real estate tax bills, provide specialty envelopes, and other related materials to property owners in Lake County.
- The Office of the Lake County Treasurer will coordinate the timing of these mailings to include maintaining a list of registered E-notice recipients, distribution of email tax bills annually, printing, assembling and inserting, address verification, and mailing, along with proof of postage.
- An invitation to bid was issued and extended to 40 vendors and sealed bids were received from ten vendors ranging from \$34,270 to \$70,296.50.
- Data Integrators, Fredericksburg, Virginia, is the lowest responsible and

responsive bidder in the estimated annual amount of \$34,270.

- This resolution authorizes a two-year contract with Data Integrators, of Fredericksburg, Virginia, with three one-year renewals for an estimated annual amount of \$34,270.

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

[Bid Document](#)

[Vendor Disclosure](#)

### **County Administration**

**8.37** [25-1365](#)

Presentation on the Fiscal Year 2026 Recommended Annual Budget.

**8.38** [25-1311](#)

Committee action for the permanent destruction of Executive Session recordings for the Financial and Administrative Committee from October 8, 2008, through February 8, 2024, and for the inactive Ethics and Oversight Committee from October 2, 2018, through September 28, 2022, in accordance with the Illinois Open Meetings Act (OMA) and as recommended on the attached documents.

- According to OMA, 5 ILCS 120/2.06(c), verbatim recordings of closed session meetings may be destroyed no less than 18 months after the completion of the meeting, if the following conditions are met:
  - The public body approves the destruction of a particular recording.
  - The public body approves minutes of the closed meeting that meet the written minutes requirements set forth in OMA.
- OMA also states that the verbatim closed session recordings can be destroyed without notification to or the approval of a records commission or the State Archivist under the Local Records Act or the State Records Act.
- Staff recommends the permanent destruction of verbatim Executive Session recordings for the Financial and Administrative Committee from October 8, 2008, through February 8, 2024, and for the inactive Ethics and Oversight Committee from October 2, 2018, through September 28, 2022, per the authority of OMA and as recommended on the attached documents.

**Attachments:** [F&A ES Recording Log with Recommendations](#)

[E&O ES Recording Log with Recommendations](#)

**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 [25-0207](#)

Executive Session to discuss setting the sale or lease price for County property pursuant to 5 ILCS 120/2 (c)(6).

10.3 [25-0071](#)

Executive Session to discuss claims, loss or risk management information, records, data, advice, or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self insurance pool pursuant to 5 ILCS 120/2 (c)(12).

10.4 [25-0072](#)

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

11. **Regular Session (for action on Executive Session items)**

11.1 [25-1188](#)

Committee action approving the Financial and Administrative Committee Executive Session minutes from September 4, 2025.

12. **Member Remarks and Requests**

13. **Adjournment**

**Next Meeting: October 21, 2025 (Joint Budget Hearing)**