

Lake County Illinois

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



Agenda Report - Final-Amended

Thursday, June 29, 2023

8:30 AM

**Assembly Room, 10th Floor or register for remote attendance at
<https://bit.ly/442BkeD>**

Financial & Administrative Committee

PUBLIC ATTENDANCE: The public can attend Lake County Committee and Board meetings (two options):

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance by registering using the link on the front page of this agenda.

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

PUBLIC COMMENT: Live public comment will be available for those attending in-person and through an electronic conferencing application (register via the link on the front page of the agenda). In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. Public Comment may 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 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.

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 (Items Not on the Agenda)
6. Chair's Remarks
7. Unfinished Business
8. New Business

CONSENT AGENDA (Items 8.1 - 8.27)

MINUTES

8.1 [23-0940](#)

Committee action approving the Financial and Administrative minutes from June 1, 2023.

Attachments: [F&A 6.1.23 Final Minutes](#)

8.2 [23-0941](#)

Committee action approving the Financial and Administrative minutes from June 8, 2023.

Attachments: [F&A 6.8.23 Final Minutes](#)

REPORTS

8.3 [23-0902](#)

Amended report from Anthony Vega, County Clerk, for the month of January, 2023.

Attachments: [LCC Report for January 2023.A](#)

8.4 [23-0869](#)

Report from Anthony Vega, County Clerk, for the month of February, 2023.

Attachments: [LCC Report for February 2023](#)

8.5 [23-0870](#)

Report from Anthony Vega, County Clerk, for the month of March, 2023.

Attachments: [LCC Report for March 2023](#)

8.6 [23-0871](#)

Report from Anthony Vega, County Clerk, for the month of April, 2023.

Attachments: [LCC Report for April 2023](#)

8.7 [23-0901](#)

Report from Anthony Vega, County Clerk, for the month of May, 2023.

Attachments: [LCC Report for May 2023](#)

8.8 [23-0893](#)

Report from Anthony Vega, Lake County Clerk Recording Division, for the month of May 2023.

Attachments: [May 2023](#)

8.9 [23-0938](#)

Treasurer Holly Kim's Cash & Investment Report May 2023.

Attachments: [Treasurer Holly Kim's Cash & Investment Report May 2023](#)

[Treasurer Holly Kim's Cash & Investment Report May 2022](#)

HEALTH & COMMUNITY SERVICES

8.10 [23-0818](#)

Joint resolution approving the HOME Consortium Agreement for Federal Fiscal Years (FY) 2024-2026.

- Lake County, the City of North Chicago and the City of Waukegan have formed a consortium since 1991 in order to take a more regional, collaborative approach to meeting affordable housing needs.
- Lake County serves as the Lead Entity of the HOME Consortium and assumes overall responsibility for compliance with the HOME program requirements.
- Pursuant to HUD requirements, the HOME Consortium Agreement must be renewed every three years for all three jurisdictions to continue operating as a consortium.
- The agreement has been reviewed by the Lake County States Attorney's Office.
- The agreement has been revised to align the proportion of funding directed by each consortium partner with HUD's report on the percentage attributed to each jurisdiction.

Attachments: [HOME Consortium Agreement FY24-26 - v01](#)

8.11 [23-0821](#)

Joint resolution approving an intergovernmental agreement for the provision of grant administration and management services for North Chicago Community Development Block Grant (CDBG) funds.

- For the past nine years (2014-2023), Lake County has provided grant administration and management services for the North Chicago CDBG program.
- This intergovernmental agreement defines the roles and responsibilities for the County and the City for the implementation of the CDBG program.
- Both the City of North Chicago and Lake County desire to continue this arrangement for the next three years, which requires the approval of a third three-year agreement.
- The agreement has been reviewed by the Lake County States Attorney's Office.

Attachments: [Lake County N Chi Joint Agreement 2023](#)
[Letter to Lake County \(2023\) signed](#)

8.12 [23-0868](#)

Joint resolution approving the First Amendment to Program Year 2023 (PY) 2023 Department of Housing & Urban Development (HUD) Annual Action Plan (AAP).

- HUD requires the submission of an AAP and associated amendments to govern expenditure of federal housing and community development funding for each program year.
- The first amendment to the PY 2023 AAP makes the following changes:
 - Consolidation of \$165,827.78 of prior year CDBG funds to Youth Conservation Corps. (YCC) for the rehabilitation and resale of affordable single-family homes.
 - Reallocation of \$300,000 of CDBG funds to support the continued acquisition, rehabilitation, and rental of scattered-site single family homes in Lake County, IL.

Attachments: [PY23 AAP First Amendment DRAFT](#)

8.13 [23-0872](#)

Joint resolution approving the Ninth Amendment to the Department of Housing & Urban Development (HUD) Program Year 2019 (PY) 2019 Annual Action Plan (AAP).

- HUD requires the submission of an AAP and associated amendments to govern expenditure of federal housing and community development funding for each program year.
- Community Development Block Grant Coronavirus relief funds (CDBG-CV) and Emergency Solutions Grant Coronavirus relief funds (ESG-CV) reporting elements are included in the PY 2019 AAP regardless of the program year the activities are initiated.
- ESG-CV funds expire on September 30, 2023 per HUD guidance.
- The proposed amendment reallocates \$51,946.86 of ESG-CV funds from Rapid Rehousing (A Safe Place) that were unspent at the end of their contract to Shelter (PADS Lake County) in order to spend prior to funding expiration.

Attachments: [PY19 AAP 9th Amendment DRAFT](#)

LAW & JUDICIAL

8.14 [23-0934](#)

Joint resolution authorizing a contract with Carahsoft Technology Corporation, Reston, Virginia for the procurement of Zoom, an enterprise video conferencing system, for an estimated annual amount of \$39,325.50.

- The Courts have been utilizing Zoom since 2020.
- Zoom is used in the 19th Judicial Circuit Court for remote hybrid court hearings.
- Purchasing identified a cooperative purchasing contract with Carahsoft Technology Corporation, Reston, Virginia through NASPO Master Agreement to procure enterprise licensures.
- The contract authorizes the Purchasing Agent to enter into a contract for an estimated annual amount of \$39,325.50. The current term of the contract is through September 16, 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 NASPO Master Contract agreement.

Attachments: [2022 2023 Vendor Disclosure Statement.pdf](#)

[Carahsoft Master Agreement.pdf](#)

[Quote.pdf](#)

8.15 [23-0890](#)

Joint resolution authorizing the renewal of the State's Attorney Violent Crime Victims Assistance (VCVA) grant program awarded by the Office of the Illinois Attorney General for State Fiscal Year (SFY) 2024, including grant funding of \$95,000 and an emergency appropriation in the amount of \$1,348.

- This is a request to renew the VCVA grant administered through the Office of the Illinois Attorney General, with a grant period from July 1, 2023 through June 30, 2024. Funding for this grant began in 1990 and has been renewed each year.
- Grant program goals include the promotion of fairness and accountability, the coordination of services for victims and witnesses of domestic violence, and the promotion of policy and procedure for domestic violence cases in order to improve response by law enforcement and court personnel.
- The SFY 2024 grant will fund \$65,404 for salary and \$28,248 for fringe benefits for one full-time Domestic Violence Victim Specialist (DV Coordinator) to serve as a liaison to victims of domestic violence in Lake County, as well as \$1,348 to fund relevant staff training on trauma-informed care, an increase of \$58,400 from the SFY 2023 award of \$36,600.
- The DV Coordinator position and grant are already included in the State's Attorney's approved Fiscal Year (FY) 2023 budget and an emergency appropriation of \$1,348 is necessary for the grant funded training.
- If funding for this position ends, and new funding is not secured, the position will be eliminated.

PUBLIC WORKS & TRANSPORTATION

8.16 [23-0907](#)

Joint resolution authorizing the execution of a contract with Chicagoland Paving of Lake Zurich, Illinois, for the Asphalt Patching and Seal Coating Project in the amount of \$282,700, with renewal options.

- Public Works owns and operates water supply systems and sewage treatment facilities serving diverse communities throughout the County, with some facilities and underground systems located under streets, paved driveways, and parking areas.
- Utility breaks do occur under pavements, and this will also require restoration and replacement to those damaged areas.
- In accordance with the Lake County Purchasing Ordinance, bids were called for by publication for the Asphalt Patching and Seal Coating Project.
- Chicagoland Paving of Lake Zurich, Illinois submitted the lowest responsive and responsible bid. Unit prices were provided as part of the bid.
- The term of the contract will be three years with two one-year renewal options to allow for future projects with services based on approved contracted unit prices. The future anticipated annual spend is estimated at \$250,000 annually.

Attachments: [23-0907 Asphalt Patching Chicagoland Paving Bid Documents](#)

[23-0907 Asphalt Patching Bid Tab](#)

[23-0907 Asphalt Patching Chicagoland Paving Vendor Disclosure Form](#)

8.17 [23-0895](#)

Joint resolution authorizing an agreement with the Antioch Township Road District for the resurfacing of various roads in the Antioch Township Road District.

- The Antioch Township Road District will resurface various roads under its jurisdiction, funded with Rebuild Illinois Bond funds and Township General funds.
- In accordance with the Agreement of Understanding between the State of Illinois and Lake County, Lake County is responsible for the administration, contract letting and award of Road District projects using state funds administered under Motor Fuel Tax policies and procedures, including Rebuild Illinois Bond funds.
- The total construction costs are estimated to be \$850,000.
- This agreement identifies the roles and responsibilities of Lake County for the engineering, construction, and administration of the project.
- No Lake County funds are being used on this project.

Attachments: [23-0895 Agreement, Antioch Road District Resurfacing](#)

8.18 [23-0896](#)

Joint resolution authorizing a contract with Payne & Dolan, Inc., Antioch, Illinois, in the amount of \$849,568.70 for the resurfacing of various roads in the Antioch Township Road District, which will be improved under the Illinois Highway Code for a total of 3.12 miles.

- There was a public call for bids, and a total of two bids were received, ranging from \$849,568.70 to \$862,871.40, and the lowest responsible bidder is Payne & Dolan, Inc., Antioch, Illinois, in the amount of \$849,568.70.
- This improvement is designated as Section 23-01001-01-GM.
- No County funds are being used on this project.

Attachments: [23-0896 Bid Tab, Antioch Township Road District MFT Project](#)

[23-0896 Vendor Disclosure, Payne & Dolan](#)

[23-0896 Location Map, Antioch Township Projects](#)

8.19 [23-0897](#)

Joint resolution authorizing an agreement with the Grant Township Road District for the resurfacing of various roads in the Grant Township Road District.

- The Grant Township Road District will resurface various roads under its jurisdiction, funded with Rebuild Illinois Bond funds, State Motor Fuel Tax funds and Township General funds.
- In accordance with the Agreement of Understanding between the State of Illinois and Lake County, Lake County is responsible for the administration, contract letting and award of Road District projects using state funds administered under Motor Fuel Tax policies and procedures, including Rebuild Illinois Bond funds.
- The total construction costs are estimated to be \$862,000.
- This agreement outlines the roles and responsibilities of Lake County for the engineering, construction, and administration of the project.
- No Lake County funds are being used on this project.

Attachments: [23-0897 Agreement, Grant Road District Resurfacing](#)

8.20 [23-0898](#)

Joint resolution authorizing a contract with Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of \$861,861.20 for the resurfacing of various roads in the Grant Township Road District, which will be improved under the Illinois Highway Code for a total of 3.70 miles.

- There was a public call for bids, and a total of three bids were received, ranging from \$861,861.20 to \$999,457.26, and the lowest responsible bidder is Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of \$861,861.20.
- This improvement is designated as Section 23-08001-01-GM.
- No County funds are being used on this project.

Attachments: [23-0898 Bid Tab, Grant Township Road District MFT Project](#)
[23-0898 Vendor Disclosure, Peter Baker](#)
[23-0898 Location Map, Grant Township Projects](#)

8.21 [23-0914](#)

Joint resolution authorizing an agreement for professional engineering services with Infrastructure Management Services (IMS), Tempe, Arizona, at a maximum cost of \$180,000, for the annual pavement testing services, and associated components, and appropriating \$216,000 of Matching Tax funds.

- The pavement data in the County's Automated Repair Guidance System (ARGUS) is updated on a yearly basis, utilizing information collected via dynamic load testing and laser testing procedures.
- Approximately 50 percent of the county highway system will be retested each year.
- Information from the pavement management system is used to generate recommended resurfacing projects for the next five years.
- Lake County selects professional engineering firms in accordance with the Local Government Professional Services Selection Act, 50 ILCS 510/1 et. seq, and 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 23-00219-00-ES.

Attachments: [23-0914 Agreement, 2023 Pavement Management IMS](#)
[23-0914 Vendor Disclosure, IMS](#)

8.22 [23-0891](#)

Joint resolution authorizing an agreement with Alfred Benesch & Company, Chicago, Illinois, for Phase I professional engineering services for improvements at the intersection of Hunt Club Road and Stearns School Road at a maximum cost of \$1,247,021 and appropriating \$1,500,000 of ¼% Sales Tax for Transportation funds.

- Alfred Benesch & Company, Chicago, Illinois, will be utilized to complete a Phase I study of potential improvements to the intersection of Hunt Club Road at Stearns School Road.
- 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 20 professional firms, of which three were short-listed and presented to a consultant selection committee.
- This project is included in the Transportation Improvement Program, and

designated as Section 22-00095-20-CH.

Attachments: [23-0891 Consultant Agreement, Hunt Club Road at Stearns School Roa](#)

[23-0891 Vendor Disclosure, Alfred Benesch & Co.](#)

[23-0891 Location Map, Hunt Club Road at Stearn School Road](#)

8.23 [23-0892](#)

Joint resolution authorizing an agreement with V3 Companies, Woodridge, Illinois, for Phase I professional engineering services for improvements along Rollins Road, from Grand Avenue to Washington Avenue, at a maximum cost of \$1,031,157 and appropriating \$1,240,000 of ¼% Sales Tax for Transportation funds.

- V3 Companies, Woodridge, Illinois, will be utilized to complete a Phase I study for the potential improvements along Rollins Road from Grand Avenue to Washington Avenue, including the installation of a center turn lane, intersection improvements, and non-motorized 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 15 professional firms, of which three were short-listed and presented to a consultant selection committee.
- This project is included in the Transportation Improvement Program and designated as Section 22-00116-09-WR.

Attachments: [23-0892 Consultant Agreement, Rollins Road Improvements](#)

[23-0892 Vendor Disclosure, V3](#)

[23-0892 Location Map, Rollins Road Improvements](#)

8.24 [23-0899](#)

Joint resolution appropriating a supplemental amount of \$251,000 of ¼% Sales Tax for Transportation funds and approving Change Order Number 11 in the amount of \$524,602.83, for the intersection improvement of Fairfield Road at Monaville Road.

- The County Board, at its April 13, 2021, meeting, approved an appropriation of \$3,195,000 of ¼% Sales Tax for Transportation funds and awarded a contract to Campanella and Sons, Inc., Wadsworth, Illinois, in the amount of \$2,610,260.43 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 \$785,497.53, which represents a 30.1 percent increase over the original awarded contract amount.

- Upon an inspection, a nearby metal culvert was found to be failing which required emergency closure of Monaville Road on April 13, 2022. The replacement of this culvert was added to this construction contract at the amount of \$523,964.21.
- This project is included in the Transportation Improvement Program, and designated as Section 15-00120-06-CH.

Attachments: [23-0899 Committee Action Memo, Fairfield Road at Monaville Road Ch](#)

[23-0899 Campanella & Sons Inc, Change Order Number 11](#)

[23-0899 Vendor Disclosure, Campanella & Sons](#)

[23-0899 Location Map, Fairfield Road at Monaville Road](#)

8.25 [23-0908](#)

Joint resolution authorizing execution of a contract with Bolder Contractors of Cary, Illinois, in the amount of \$3,528,111 for the Saunders Road Sanitary Sewer Improvements Project Phase 1 in Riverwoods, Illinois.

- Lake County Public Works has sanitary sewer facilities installed along Saunders Road in the Riverwoods area that serves residents and businesses in the Villages of Bannockburn, Lincolnshire, and Riverwoods.
- An engineering analysis was completed to determine if the sewer facilities could accommodate existing flows and future growth. The evaluation recommended improving the sewer system in these areas to meet projected system demands.
- The Saunders Road Sanitary Sewer Improvements will be constructed in two phases; Phase 1 will install an additional 10-inch diameter force main pipe, and Phase 2 will replace the lift station and gravity sewer pipe.
- For the Saunders Road Sanitary Sewer Improvements Project Phase 1, the County received bids from two contractors for this work ranging from \$3,528,111 to \$4,919,235.91.
- The award of this contract is recommended to the lowest responsive and responsible bidder, Bolder Contractors of Cary, Illinois, who best meets the needs of the County in the amount of \$3,528,111.

Attachments: [23-0908 Saunders Rd Sewer Improvements Phase 1 Map](#)

[23-0908 Saunders Road Bid Tab as read](#)

[23-0908 Saunders Road Bolder Vendor Disclosure Statement](#)

[23-0908 Saunders Road Forcemain and Riverwoods Watermain Bid Doc](#)

8.26 [23-0910](#)

Joint resolution authorizing execution of a contract with Campanella & Sons, Inc. of Wadsworth, Illinois in the amount of \$3,557,942.05 for the 2023 Wildwood Water Main Replacement Project.

- Lake County Public Works provides water service to the Wildwood community.
- The water main pipes in this area are approximately 50 years old, and certain

segments of these pipes are reaching the end of their service life and need to be replaced.

- The County received bids from four contractors ranging from \$3,557,942.05 to \$5,558,478.
- The award of this contract is recommended to the lowest responsive and responsible bidder, Campanella & Sons Inc. of Wadsworth, Illinois in the amount of \$3,557,942.05.

Attachments: [23-0910 Wildwood Water Main Replacement Map](#)

[23-0910 Wildwood Watermain Bid Documents](#)

[23-0910 Wildwood Watermain Bid Tab As-Read](#)

[23-0910 Wildwood Watermain Campanella Vendor Disclosure Statement](#)

FINANCIAL & ADMINISTRATIVE

8.27 [23-0930](#)

Resolution authorizing an emergency appropriation for Fiscal Year (FY) 2023 for the State's Attorney's Office for a grant that was 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 expenses.

- This grant was not included in the FY 2023 budget because the funds were allocated or made available in previous fiscal years.
- Without this action, this grant project will not have the budget authority required.
- Due to the nature of the grant crossing fiscal years, this is an appropriation request to carry forward previously appropriated funds into the current fiscal year.

Attachments: [SAO JAG Grant Carryover - Jul 2023 Final](#)

REGULAR AGENDA

LAW & JUDICIAL

8.28 [23-0860](#)

Ordinance to modify the Petition to Expunge and Seal costs to be charged by the Circuit Clerk's Office.

- An Ordinance was entered on June 11, 2019 setting forth fees to be charged by the Circuit Clerk's Office, including petitions to expunge.
- The proposed Ordinance to Modify the Petition to Expunge and Seal costs to be charged by the Circuit Clerk's Office addresses fees that may be charged based on applicable law and modifies the current fee structure.
- This proposed ordinance would change the fee structure to be \$60 per petition, \$4 per certified copy, \$75 administrative fee per additional offense listed, and \$60 state police fee.
- At the June 13, 2023 Lake County Board Meeting, the members referred the item back to the Law & Judicial Committee.

- At the June 27, 2023 Law and Judicial Committee meeting, the ordinance was amended so the Circuit Clerk's total administrative fee for all additional dates for a Petition to Expunge or Seal (\$75 administrative cost and \$10 mailing fee for each additional offense) shall not exceed \$160 per petition despite the number of additional offense dates included on the petition.

Attachments: [Expungement LJ amendment for FA Revision Redlined](#)

8.29 [23-0856](#)

Joint resolution authorizing a line-item transfer for licensing, software, implementation, maintenance, and project management for the Lake County Sheriff's Office's shared, integrated public safety Records Management System (RMS), Jail Management System (JMS), E-Citation, and E-Crash Software in the amount of \$300,000 from the General Operating Expense contingency funds, due to an extension of the implementation timeline.

- The Sheriff Department's new program request to replace its end-of-life Computer Aided Dispatch, Records Management, and Jail Management Systems was approved in the Fiscal Year (FY) 2020 budget in the amount of \$3,450,000 based on an estimated cost for the replacement system(s) only.
- In May 2021, a contract in the amount of \$2,831,209 was approved for the replacement of the Lake County Sheriff's RMS, JMS, E-Citation, and E-Crash to be funded from the FY 2020 allocation. The Lake County ETSB was independently funding a shared, integrated CAD system.
- In May 2021, a separate contract with a project management firm, in the amount of \$608,125 was approved for project management services through the entire public safety software implementation. This encumbered the remaining FY 2020 allocation, leaving minimal funding for project contingencies.
- Contingency funding was planned and budgeted in FY 2023 to cover the transfer of additional funds to this project, if required.
- It has been determined that additional funding is necessary for the successful implementation of the program and a line-item transfer in the amount of \$300,000 is necessary to appropriate funds.

Attachments: [CAD-RMS-JMS Project LIT](#)

PUBLIC WORKS & TRANSPORTATION

8.30 [23-0906](#)

Ordinance amending water and sewer related rates for certain Lake County systems.

- Chapter 51 of the Lake County Code of Ordinances establishes all water and sewer user rates, connection fees, and additional charges for use of the County's water and sewer systems.
- Staff has worked with professional consultant Burns and McDonnell, Inc. to complete a water and sewer rate and connection fee study to address impacts of the Consumer Price Index as well as the American Rescue Plan Act (ARPA)

- funding received. The rates will ensure that the County is maintaining and generating sufficient funds to sustain operations and improve the system.
- Specific rates and fees are established for fiscal year 2024 and the amended Ordinance modifies several water and sewer rates while connection fees remain unchanged.
 - Percentage increases, not directly tied to changes in the Consumer Price Index (CPI), are also identified for future fiscal years. However, the County Board can modify the rates during annual updates to the Ordinance.
 - Notice will be provided to the County's municipal partners impacted by the changes to Chapter 51 of the Lake County Code of Ordinances that will become effective December 1, 2023.

Attachments: [07.11.23 FY2024 Chapter 51 Water and Sewer Rates and Charges Revi](#)

8.31 [23-0911](#)

Joint resolution authorizing execution of a contract with KLF Enterprises of Markham, Illinois, in the amount of \$1,379,206 for the Water Service Line Excavation for Lead Service Inventory.

- Lake County Public Works (LCPW) provides water service throughout Lake County through its 12 public water supply distribution systems.
- The Environmental Protection Agency (EPA) has mandated the Lead and Copper Rule revisions requiring water system owners to prepare, maintain, and report an inventory of service line materials by April 2024.
- LCPW staff have identified 90 percent of the water service line materials through records research, public outreach, and customer provided information.
- Excavation is another method to identify pipe materials, and this will allow us to complete the inventory process. The County received bids from three contractors for this work ranging from \$1,379,206 to \$4,353,250.
- The award of this contract is recommended to the lowest responsive and responsible bidder, KLF Enterprises of Markham, Illinois, who best meets the needs of the County in the amount of \$1,379,206.

Attachments: [23-0911 Lead Line Inventory Bid Tab as Read](#)

[23-0911 Lead Line Inventory Bid Documents](#)

[23-0911 Lead Line Inventory Location Map](#)

[23-0911 Lead Line KLF Vendor Disclosure](#)

8.32 [23-0894](#)

Joint resolution adopting the 2023-2028 Transportation Improvement Program as the official transportation program for the Lake County Division of Transportation.

- Illinois Road and Bridge Laws (605 ILCS 5/5-301) require County Engineers of the State of Illinois to annually prepare an updated five-year Transportation Improvement Program (TIP).
- The five-year TIP is a planning document that serves, in part, as the scheduling

component of the Lake County 2040 Transportation Plan and is intended as a guide for future improvement and maintenance.

- The County Engineer and Division of Transportation staff have prepared the 2023-2028 Transportation Improvement Program and the County Engineer presented the program to the Public Works and Transportation Committee on June 7, 2023.
- The 2023-2028 TIP aligns with the County Board Strategic Plan adopted in July 2019, including the Strategic Goal: Improve Infrastructure.

Attachments: [23-0894 Proposed Program Presentation 2023-2028](#)

[23-0894 Project Summary List 2023-2028](#)

[23-0894 Project Funding Report 2023-2028](#)

[23-0894 Preservation Map 2023-2028](#)

[23-0894 Modernization Map 2023-2028](#)

[23-0894 Non-Motorized Map 2023-2028](#)

[23-0894 Expansion Map 2023-2028](#)

FINANCIAL & ADMINISTRATIVE

Chief County Assessor's Office

8.33 [23-0903](#)

Resolution declaring that the number of appeals annually filed with the Board of Review creates an emergency situation causing the need for an expanded Board of Review.

- This resolution recognizes that the three members of the Board of Review need additional assistance to complete the 2023 tax year hearings.
- This action must be done annually to allow the County Board Chair to appoint alternate members.

Facilities and Construction

8.34 [23-0916](#)

Resolution authorizing execution of a contract with Manusos General Contracting, Inc. of Fox Lake, Illinois in the amount of \$1,599,233 for the Administrative Tower North Entrance Improvements and a One-Way Exit Install.

- As part of the Fiscal Year 2023 Facility Assessment Budget Process and Facilities Capital Improvement Plan, Administrative Tower North Entrance Improvements and a One-Way Exit Install was approved.
- This work is a high priority project for Lake County to address out of lifecycle commercial sliding doors, storefront glazing, exterior doors, failing exterior concrete flatwork, failing exterior masonry, improvements to temperature control, public queuing, and security measures at the North Entrance. Additionally, the project will include the creation of secure, one-way egress from the building onto the Lincoln Plaza.

- The County received six bids for the project in the amounts of \$1,599,233 to \$2,060,500.
- The award of this contract is recommended to the lowest responsive and responsible bidder, Manusos General Contracting, Inc. of Fox Lake, Illinois, who best meets the needs of the County in the amount of \$1,599,233.
- This resolution authorizes and directs the County Purchasing Agent to execute a contract with Manusos General Contracting, Inc. of Fox Lake, Illinois, in the amount of \$1,599,233.

Attachments: [23049 Bid Tab](#)

[Vendor Disclosure Form](#)

[23049 Bid Documents Final](#)

8.35 [23-0932](#)

Resolution authorizing execution of a contract with Key Tower LLC of Schaumburg, Illinois, in the amount of \$428,452 for the Regional Operations and Communications (ROC) Facility, Radio Tower Construction.

- As part of the Modified Fiscal Year (FY) 2021 Budget and in alignment with the Facilities Capital Improvement Plan, design of a new Consolidated 911, Emergency Management Agency (EMA), and Emergency Telephone Systems Board (ETSB) Facility was authorized.
- In March of 2022 ARPA funds were appropriated for this initiative
- In October of 2022 bond funds were appropriated for this initiative
- In May of 2023 radio tower construction drawings were solicited.
- The County received three bids for the project ranging from \$428,452 to \$713,505.
- Award of this contract is recommended to the lowest responsive and responsible bidder, Key Tower LLC of Schaumburg, Illinois, who best meets the needs of the County in the amount of \$428,452.
- This resolution authorizes and directs the County Purchasing Agent to execute a contract with Key Tower LLC of Schaumburg, Illinois, in the amount of \$428,452.

Attachments: [Vendor Disclosure Statement Key Tower](#)

[23088 Bid Tab](#)

[23088 Bid Final 5.22.23](#)

8.36 [23-0757](#)

Resolution to approve and adopt Fiscal Year (FY) 2024 Facilities Capital Improvement Plan (CIP) Priorities.

- On June 01, 2023, staff provided an overview of the proposed priorities of the Facilities CIP to the Financial and Administrative Committee.
- Feedback and input have been solicited and incorporated into the project prioritization.
- All Facilities Capital project programming and funding will be discussed and

approved during the annual budgeting hearings.

Attachments: [FY24 Facilities CIP Priorities 29JUN23](#)

[FY2024 Capital Improvement Plan Priority Projects](#)

8.37 [23-0905](#)

Director's Report - Facilities and Construction Services.

- Review of Job Order Contracting (JOC) project exceeding \$350,000.

Attachments: [JOC Over \\$350K Memo 14JUN23](#)

Human Resources

8.38 [23-0942](#)

Discussion on drafted revisions to the existing Paid Parental Leave policy in the Employee Policies and Procedures Manual.

- A review of the current policy prompted a reexamination of eligibility criteria to qualify for Paid Parental Leave (PPL).
- The proposed changes are intended to provide clarity and ensure compliance with existing laws and regulations.
- The intention is to review and discuss proposed changes with the Committee, receive input, and then return to a future Committee meeting with a revised PPL policy for consideration.

Attachments: [DRAFT Section 4.13 Paid Parental Leave- Redline](#)

[DRAFT Section 4.13 Paid Parental Leave- Clean](#)

8.39 [23-0096](#)

Director's Report - Human Resources.

Finance

8.40 [23-0920](#)

Finance Monthly Report - May 2023.

Attachments: [Monthly Financial Report May 2023](#)

[Monthly Finance Report Presentation - May 2023](#)

8.41 [23-0098](#)

Director's Report - Finance.

Enterprise Information Technology

8.42 [23-0957](#)

Enterprise Information Technology Annual Update.

Attachments: [Enterprise IT Dept Update F&A June2023 Final](#)

8.43 [23-0097](#)

Director's Report - Enterprise Information Technology.

9. **County Administrator's Report**

9.1 [23-0948](#)

Discussion and Committee direction related to upcoming Ethics Commission appointments.

9.2 [23-0949](#)

Discussion and Committee direction related to upcoming elected official salary review and approval.

10. **Executive Session**

10.1 [23-0100](#)

Executive Session to discuss pending litigation pursuant to 5 ILCS 120/2 (c)(11).

10.1A [23-0962](#)

Committee action authorizing settlement authority.

10.2 [23-0101](#)

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

10.2A [23-0943](#)

Committee action to approve the Executive Session Financial and Administrative Committee Minutes from June 1, 2023.

11. **Members' Remarks**

12. **Adjournment**

Next Meeting: July 27, 2023