

# Lake County Illinois

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



## Meeting Minutes - Final

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](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.

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**

*Chair Frank called the meeting to order at 8:30 a.m.*

**2. Pledge of Allegiance**

*Chair Frank led the Pledge of Allegiance.*

**3. Roll Call of Members**

**Present 7** - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

*\* Electronic Attendance: Member Danforth*

*Other Attendees:*

*Austin McFarlane, Public Works  
Cassandra Hiller, County Administrator's Office  
Chris Blanding, Enterprise Information Technology  
Daniel Villalobos, Carthage College  
Dave Naumann, Burns & McDonnell  
Erin Cartwright Weinstein, Circuit Clerk  
Gary Gibson, County Administrator's Office  
Irshad Khan, Finance  
Jermiah Varco, Facilities and Construction Services  
Jim Hawkins, County Administrator's Office  
John Light, Human Resources  
Joy Gossman, Public Defender  
Julie Gray, Public Works  
Kristy Cechini, County Board Office  
Matt Meyers, County Administrator's Office  
Melissa Gallagher, Finance  
Mike Wheeler, Finance  
Patrice Sutton, Finance  
RuthAnne Hall, Finance  
Tammy Chatman, Communications*

*Electronically:*

*Abby Krakow, Communications  
Ashley Rack, Sheriff's Office  
Kevin Quinn, Communications  
Claudia Gilhooley, 19th Judicial Circuit Court  
Dominic Strezo, Planning, Building, and Development  
Elizabeth Brandon, County Administrator's Office  
Eric Waggoner, Planning, Building, and Development  
Erik Karlson, Enterprise Information Technology*

*Erika Osinski, Human Resources*  
*Erin Cartwright Weinstein, Circuit Court Clerk*  
*Heidie Hernandez, Enterprise Information Technology*  
*Holly Kim, Treasurer*  
*Jim Chamernik, Sheriff's Office*  
*Jamie Helton, State's Attorney's Office*  
*Janna Philipp, County Administrator's Office*  
*Jen DiBella, Public*  
*Jesus Gonzalez, Facilities and Construction Services*  
*Jo Gravitter, State's Attorney's Office*  
*Joel Sensenig, Public Works*  
*Jon Nelson, Division of Transportation*  
*Karen Brush, County Clerk's Office*  
*Karen Fox, State's Attorney's Office*  
*Kevin Carrier, Division of Transportation*  
*Kevin Dominguez, Finance*  
*Krista Kennedy, Finance*  
*Zee Marina, Public*  
*Maria Castellanos, Finance*  
*Mary Crain, Division of Transportation*  
*Matt Emde, Division of Transportation*  
*Melanie Nelson, State's Attorney's Office*  
*Michael Balsamo, Facilities and Construction Services*  
*Michael Maslana, Enterprise Information Technology*  
*Mick Zawislak, Daily Herald*  
*Mike Klemens, Division of Transportation*  
*Mike Rice, Enterprise Information Technology*  
*Monica McClain, Payroll*  
*Nick Principali, Finance*  
*Nicole Rogers, Finance*  
*Patrice Evans, Enterprise Information Technology*  
*Randy McCann, Public*  
*Ruby Acosta, Finance*  
*Sonia Hernandez, County Administrator's Office*  
*ShaTin Gibbs, Finance*  
*Stacy Davis-Wynn, Purchasing*  
*Stephen Rice, State's Attorney's Office*  
*Terri Kath, Enterprise Information Technology*  
*Theresa Glatzhofer, County Board Office*  
*Tiffany Becker, Facilities and Construction Services*  
*Todd Schroeder, 19th Judicial Circuit Court*  
*Yvette Albarran, Purchasing*

**4. Addenda to the Agenda**

*There were no additions or amendments to the agenda.*

**5. Public Comment (Items Not on the Agenda)**

*There were no comments from the public.*

**6. Chair's Remarks**

*Chair Frank thanked all of the first responders, public safety professionals, and all of the colleagues at the County for caring for people and for keeping the community safe.*

**7. Unfinished Business**

*There was no unfinished business to discuss.*

**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](#)

**A motion was made by Member Clark, seconded by Member Kyle, that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**8.2 23-0941**

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

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

**A motion was made by Member Clark, seconded by Member Kyle, that these minutes be approved. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**\*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](#)

**A motion was made by Member Clark, seconded by Member Kyle, that this report be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**8.4** [23-0869](#)

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

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

**A motion was made by Member Clark, seconded by Member Kyle, that this report be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**8.5** [23-0870](#)

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

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

**A motion was made by Member Clark, seconded by Member Kyle, that this report be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**8.6** [23-0871](#)

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

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

**A motion was made by Member Clark, seconded by Member Kyle, that this report be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**8.7** [23-0901](#)

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

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

**A motion was made by Member Clark, seconded by Member Kyle, that this report be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**8.8 [23-0893](#)**

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

**Attachments:** [May 2023](#)

**A motion was made by Member Clark, seconded by Member Kyle, that this report be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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](#)

**A motion was made by Member Clark, seconded by Member Kyle, that this report be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

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

**8.10 [23-0818](#)**

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

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

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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.

**Attachments:** [Lake County\\_N Chi\\_Joint Agreement 2023](#)  
[Letter to Lake County \(2023\)\\_signed](#)

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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).

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

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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).

**Attachments:** [PY19 AAP 9th Amendment\\_DRAFT](#)

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**\*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.

**Attachments:** [2022 2023 Vendor Disclosure Statement.pdf](#)  
[Carahsoft Master Agreement.pdf](#)  
[Quote.pdf](#)

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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.

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**\*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.

**Attachments:** [23-0907 Asphalt Patching Chicagoland Paving Bid Documents](#)  
[23-0907 Asphalt Patching Bid Tab](#)  
[23-0907 Asphalt Patching Chicagoland Paving Vendor Disclosure Form](#)

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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.

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

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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.

**Attachments:** [23-0896 Bid Tab, Antioch Township Road District MFT Project](#)  
[23-0896 Vendor Disclosure, Payne & Dolan](#)  
[23-0896 Location Map, Antioch Township Projects](#)

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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.

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

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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.

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

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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.

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

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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.

**Attachments:** [23-0891 Consultant Agreement, Hunt Club Road at Stearns School Road](#)  
[23-0891 Vendor Disclosure, Alfred Benesch & Co.](#)  
[23-0891 Location Map, Hunt Club Road at Stearn School Road](#)

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

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.

**Attachments:** [23-0892 Consultant Agreement, Rollins Road Improvements](#)  
[23-0892 Vendor Disclosure, V3](#)  
[23-0892 Location Map, Rollins Road Improvements](#)

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

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.

**Attachments:** [23-0899 Committee Action Memo, Fairfield Road at Monaville Road Char](#)  
[23-0899 Campanella & Sons Inc, Change Order Number 11](#)  
[23-0899 Vendor Disclosure, Campanella & Sons](#)  
[23-0899 Location Map, Fairfield Road at Monaville Road](#)

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

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.

**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](#)

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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.

**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](#)

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**\*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.

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

**A motion was made by Member Kyle, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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.

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

*Erin Cartwright Weinstein, Circuit Clerk, reported on the revision of the ordinance for the Petition and Expunge and Seal costs. Discussion ensued.*

**A motion was made by Member Clark, seconded by Member Kyle, that this ordinance be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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.

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

*Jim Hawkins, Deputy County Administrator, reported on the line-item transfer for the Records Management System, Jail Management System, E-Citation, and E-Crash Software, and the project management for the programs. Discussion ensued.*

**A motion was made by Vice Chair Vealitzek, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

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

**8.30 [23-0906](#)**

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

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

*Austin McFarlane, Interim Public Works Director, introduced David Norman, Burns and McDonnell, and Julie Gray, Public Works, and reported on the revision in the ordinance for the water and sewer rates for the use of the County's water and sewer systems. Discussion ensued.*

**A motion was made by Member Clark, seconded by Vice Chair Vealitzek, that this ordinance be approved and recommended to the County Board agenda. The**

**motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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.

**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](#)

*Austin McFarlane, Interim Public Works Director, reported on the contract for the water service line excavation for the lead service inventory.*

**A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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.

**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](#)

*Kevin Carrier, Assistant County Engineer, Division of Transportation, reported on the 2023-2028 Transportation Improvement Program. Discussion ensued.*

**A motion was made by Member Clark, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**\*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.

*Bob Gluekert, Chief County Assessor, reported on the expansion of the Board of Review.*

**A motion was made by Vice Chair Vealitzek, seconded by Member Pedersen, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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.

**Attachments:** [23049 Bid Tab](#)  
[Vendor Disclosure Form](#)  
[23049 Bid Documents Final](#)

*Jermiah Varco, Manager, Facilities and Construction, reported on the Administrative Tower North Entrance improvements and a One-Way Exit Install. Discussion ensued.*

**A motion was made by Member Pedersen, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**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.

**Attachments:** [Vendor Disclosure Statement\\_Key Tower](#)  
[23088 Bid Tab](#)  
[23088 Bid Final 5.22.23](#)



*Jermiah Varco, Manager, Facilities and Construction, reported on the contract with Key Tower, LLC, for the Regional Operations and Communication (ROC) Facility Radio Tower construction. Discussion ensued.*

**A motion was made by Member Kyle, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**8.36 [23-0757](#)**

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

**Attachments:** [FY24 Facilities CIP Priorities 29JUN23](#)  
[FY2024 Capital Improvement Plan Priority Projects](#)

*Jermiah Varco, Manager, Facilities and Construction, presented on the 2024 Facilities Capital Improvement Plan and Priorities. Discussion ensued regarding the Phase I and Phase II staffing study for the Sheriff's Office, which will also determine the building space needed.*

**A motion was made by Member Clark, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Parekh

**8.37 [23-0905](#)**

Director's Report - Facilities and Construction Services.

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

*Jermiah Varco, Manager, Facilities and Construction, reported on the contract renewal for the Job Order Contracting (JOC) project and two projects above the \$350,000 amount for the JOC. Discussion ensued.*

*Member Parekh joined the meeting at 9:39 a.m.*

**Human Resources**

**8.38 [23-0942](#)**

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

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

*John Light, Director, Human Resources, and Darcy Adcock, Assistant Director, Human Resources, reported on the policy revision for the Paid Parental Leave (PPL). Discussion ensued.*

**8.39 [23-0096](#)**

Director's Report - Human Resources.

*There was no Human Resources Director's report.*

**Finance**

**8.40 [23-0920](#)**

Finance Monthly Report - May 2023.

**Attachments:** [Monthly Financial Report May 2023](#)  
[Monthly Finance Report Presentation - May 2023](#)

*Mellissa Gallagher, Deputy Finance Director, presented on the May Finance Monthly Report. Discussion ensued.*

**8.41 [23-0098](#)**

Director's Report - Finance.

*Patrice Sutton, Chief Financial Office, reported on receiving the Government Finance Officers Association's (GFOA) Distinguished Budget Presentation Award, the budget book, and the budget timeline.*

**Enterprise Information Technology**

**8.42 [23-0957](#)**

Enterprise Information Technology Annual Update.

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

*Chris Blanding, Chief Informational Officer, provided an annual update on the Enterprise Information Technology Department, which included strategy, Help Desk support and refresh, infostructure support, network infrastructure, network connectivity, security, applications, BOSS, and project management. Discussion ensued.*

**8.43 [23-0097](#)**

Director's Report - Enterprise Information Technology.

*There was no Enterprise Information Technology report.*

**9. County Administrator's Report**

**9.1 [23-0948](#)**

Discussion and Committee direction related to upcoming Ethics Commission appointments.

*Matt Meyers, Assistant County Administrator, asked the Committee for direction with the*

*Ethics Commission appointments. Discussion ensued. The Committee agreed to two consecutive terms and members will be eligible to reapply after the two terms.*

9.2 [23-0949](#)

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

*Gary Gibson, County Administrator, and Jim Hawkins, Deputy County Administrator, asked the Committee for direction regarding the upcoming elected official salary review and approval, and forming an outside Special Committee. Discussion ensued. The Committee agreed the Special Committee will consist of 5 members and will be overseen by the Financial and Administrative Committee. Discussion ensued on the perimeters of the Special Committee and will be brought back to a future Finance and Administrative Committee meeting for further discussion.*

*Member Danforth left the meeting at 11:20 a.m.*

10. Executive Session

**A motion was made by Member Clark, seconded by Member Kyle, that the Committee go into executive session. The motion carried by the following roll call vote:**

**Aye:** 6 - Member Clark, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 1 - Member Danforth

*Member Parekh left the meeting at 11:21 a.m.*

10.1 [23-0100](#)

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

10.1 [23-0962](#)

A

Committee action authorizing settlement authority.

**A motion was made by Vice Chair Vealitzek, seconded by Member Clark, that this committee action item be approved. The motion carried by the following voice vote.**

**Aye:** 5 - Member Clark, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

**Not Present:** 2 - Member Danforth and Member Parekh

10.2 [23-0101](#)

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

10.2 [23-0943](#)

A

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

**A motion was made by Vice Chair Vealitzek, seconded by Member Kyle, that these minutes be approved as amended to remove Member Vealitzik from the vote, as she**

was not in attendance. The motion carried by the following voice vote:

**Aye:** 5 - Member Clark, Chair Frank, Member Kyle, Member Pedersen and Vice Chair  
Vealitzek

**Not Present:** 2 - Member Danforth and Member Parekh

**11. Members' Remarks**

*There were no remarks from Members.*

**12. Adjournment**

*Chair Frank declared the meeting adjourned at 11:45 a.m.*

**Next Meeting: July 27, 2023**

*Minutes prepared by Kristy Cechini.*

*Minutes were approved on July 27, 2023, by the Financial and Administrative Committee.*