

Lake County Illinois

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



Minutes Report

Tuesday, November 11, 2008

1:00 PM

Conference Room C

Health & Community Services Committee

1. Call to Order

Chair Carlson called the meeting to order at 1:00 p.m.

Present:

*Steve Carlson, Chair
Bob Powers, Vice-Chair
Audrey Nixon
Bob Sabonjian
Carol Spielman*

Absent:

Ann Maine

Others Present:

*Anne Flannigan Bassi, County Board Member
Barry Burton, County Administrator
Dusty Powell, Sr. Assistant County Administrator
Anne Wagner, Winchester House
Jennifer Everett, Workforce Development
Joyce Parnell, Workforce Development
Jerry Nordstrom, Health Department
Chris Stevens, Workforce Development
Frank Brisbois, Lake County Partners
Lisa Tapper, Affordable Housing Commission
David Young, Lake County Partners
Vicki Gordon, Workforce Investment Board
Vern Witkowski, Community Development
Linda Wisch, Lake County Board Office*

2. Pledge of Allegiance

3. Approval of Minutes

3.1 [08-0916](#) Minutes of September 30, 2008

Attachments: [HCS Minutes 9.30.08](#)

A motion was made by Member Powers, seconded by Member Sabonjian, that the minutes from September 30, 2008 be approved. Motion carried unanimously.

Aye: 6 - Carlson, Powers, Cunningham, Nixon, Sabonjian and Spielman

3.2 [08-0917](#) Minutes of October 7, 2008

Attachments: [HCS Minutes 10.07.08](#)

A motion was made by Member Powers, seconded by Member Sabonjian, that the minutes from October 7, 2008 be approved. The motion carried unanimously.

Aye: 6 - Carlson, Powers, Cunningham, Nixon, Sabonjian and Spielman

3.3 [08-0878](#)

Health and Community Services & Financial And Administrative Committees Joint Budget Minutes from October 28, 2008.

Attachments: [HCS&FA Budget 10.28.08](#)

A motion was made by Member Powers, seconded by Member Sabonjian, that the Joint Budget minutes from October 28, 2008 be approved. The motion carried unanimously.

Aye: 6 - Carlson, Powers, Cunningham, Nixon, Sabonjian and Spielman

4. **Public Comment**

None.

5. **Added to Agenda**

6. **Old Business**

None.

7. **New Business**

7.1 [08-0821](#)

Informational Item - Report on Out of School Youth Contracts

- Contractors were First Institute, 21 youth; North Chicago High School, 2 contracts and 34 youth; Youth Conservation Corps, 14 youth; and Youth Build, 16 youth.
- 85 total youth enrolled.
- Training consisted of Microsoft Office, Certified Nursing Assistant, Construction, and Heating, Ventilation/Air Conditioning.

Attachments: [Out of School Youth contractor report.pdf](#)

Presented by Jennifer Everett, Workforce Development. Ms Everett presented an overview of the program and results. We have met or exceeded our Federal Guidelines. Discussion followed. Youth Conservation Corporation did not meet expectations possibly due to the staff issues. Youth Build did not meet their expectations; however, the nature of the course is more technical and the Workforce Board recommends more funding for this program. Member Sabonjian asked how many of the youths served were ex-offenders. Ms. Everett said

that it was likely that every program had at least one ex-offender.

7.2 [08-0813](#)

2008 Summer Youth Employment Program

- 203 youth were employed in the 2008 Summer Youth Employment Program.
- The youth served represented 18 communities throughout Lake County.
- The youth were employed at 27 worksites. Two new worksites were added - Lake County Facilities and College of Lake County.

Attachments: [2008 SYEP.pdf](#)

Jennifer Everett, Workforce Development, reported on Summer Youth Employment program and reviewed demographic report. 700 Youth expressed interest in participating in the employment program. Based on funding 203 youth were served from 18 communities. The youths worked approximately 15-25 hours per week at 7.50 per hour. Retention rate (percentage of youth who completed the 7 week program) was 85.5%.

7.3 [08-0824](#)

Joint Resolution authorizing an emergency appropriation in the amount of \$25,000 in the Lake County Workforce Development budget for the Workforce Investment Board operating activities.

- The Department of Commerce and Economic Opportunity has awarded \$25,000 to the Lake County Workforce Investment Board for operating activities for Program Year 2008.
- A resolution authorizing an emergency appropriation must be executed in order to appropriate these funds into the Lake County Workforce Development Department expense and revenue budget.
- An emergency appropriation in revenue account 750-4042050-45333-000-000-000-00000 and expense account 750-4042050-51110-000-000-000-00000 is requested.

Presented by Jennifer Everett, Workforce Development.

A motion was made by Member Sabonjian, seconded by Member Powers, that this Resolution be approved and referred on to the Financial and Administrative Committee. Motion carried.

Aye: 6 - Carlson, Powers, Cunningham, Nixon, Sabonjian and Spielman

7.4 [08-0806](#)

Emergency Appropriation in the amount of \$6,781.00 in the Lake County Workforce Development budget for the Workforce Investment Board.

- Lake County Purchasing facilitated a request for proposal process to identify a firm that would help the WIB establish a new strategic business plan. Responses were received and evaluated and the firm, Strategic Management and Marketing Consulting, Kankakee, IL, was the recommended bidder.
- The Workforce Investment Board/WIB plans to engage Strategic

Management and Marketing Consulting, Kankakee, IL to facilitate the WIB retreat and strategic business planning activities.

- A resolution authorizing an emergency appropriation must be executed in order to appropriate these funds into the Workforce Development Department expense and revenue budget.
- There is sufficient fund balance set aside for the retreat and strategic business planning, which will offset the increase in budget.
- An emergency appropriation in revenue account 750-4042530-48250-000-000-000-000000 and expense account 750-4042530-79950-000-000-000-Y2008 is requested.

Presented by Jennifer Everett, Workforce Development.

A motion was made by Member Powers, seconded by Member Sabonjian, that this Resolution be approved and referred on to the Financial and Administrative Committee. Motion carried.

Aye: 6 - Carlson, Powers, Cunningham, Nixon, Sabonjian and Spielman

7.5 [08-0884](#)

Resolution to enter into an agreement with Complete Orthopaedic Care, LLC. - Incumbent Worker Training Grant.

- In response to outreach efforts, Complete Orthopaedic Care, LLC. expressed interest in the incumbent worker training program. Complete Orthopaedic Care, LLC. specializes in Medical Services and Surgical Services for children and adults including arthroscopic surgery, carpal tunnel treatment, shoulder, hip and knee replacement, knee and ankle injuries, sports medicine, tendon and ligament repair, just to name a few of the specialties; employs 37 employees; is located in Lincolnshire, and has been in business for 26 years.
- After consultation with Complete Orthopaedic Care, LLC. a training solutions curriculum was prepared to train 24 Complete Orthopaedic Care, LLC. employees for a total of 155 training hours per person so as to train employees on automated transcription and clinical workflow management systems to become more efficient in reporting, accessing patient records, and gathering and analyzing data which results to increased productivity, remaining competitive, and skills upgrades and wage increases for employees.
- The state policy requires that an employer with 50 or less employees provide 10% of the cost of the training. The policy also states that employee wages & fringes can be used to off-set the employer match without employer having to pay additional funds out of pocket. The total cost of training is \$44,600. Lake County Workforce Development will reimburse \$44,600 and the company will provide employee hourly wages of an additional \$4,460 to show for their portion of the match. Cost per employee is \$1,858.33 for 155 hours training for each employee.

Presented by Joyce Parnell, Workforce Development. Ms. Parnell gave a brief overview of the Complete Orthopaedic care, LLC. They are preparing to train 24 employees.

A motion was made by Member Cunningham, seconded by Member Sabonjian, that this Resolution be approved and referred on to the Financial and Administrative Committee. Motion carried.

Aye: 6 - Carlson, Powers, Cunningham, Nixon, Sabonjian and Spielman

7.6 [08-0843](#)

Resolution to enter into an agreement with Integrity Developers, Inc. - Incumbent Worker Training Grant.

- In response to outreach efforts, Integrity Developers, Inc. expressed interest in the incumbent worker training program. Integrity Developers, Inc. line of business involves rehabs & remodeling, additions & build outs, design build, project management, concrete & asphalt paving, new homes, retail & commercial build; employs three (3) employees; located in Waukegan, and has been in business for two (2) years.
- After consultation with Integrity Developers, Inc. a training solutions curriculum was prepared to train three (3) Integrity Developers, Inc. employees for a total of 32 training hours per person so as to enhance their management of projects as it relates to cost estimating, bidding, document and data management.
- The state policy requires that an employer with 50 or less employees provide 10% of the cost of the training. The policy also states that employee wages & fringes can be used to off-set the employer match without employer having to pay additional funds out of pocket.
- The total cost of training is \$5,335. Lake County Workforce Development will reimburse \$5,335 and the company will provide employee hourly wages of an additional \$533.50 to show for their portion of the match. Cost per employee is \$1,778.33 for 32 hours training for each employee.

Presented by Joyce Parnell, Workforce Development. Ms. Parnell gave a brief overview of Integrity Developers, Inc. They are preparing to train 3 employees.

A motion was made by Member Powers, seconded by Member Cunningham, that this Resolution be approved and referred on to the Financial and Administrative Committee. Motion carried.

Aye: 6 - Carlson, Powers, Cunningham, Nixon, Sabonjian and Spielman

7.7 [08-0844](#)

Resolution to enter into an agreement with Vapor Bus International - Incumbent Worker Training Grant.

- In response to outreach efforts, Vapor Bus International, expressed interest in the incumbent worker training program. Vapor Bus International's line of business involves the designing and building of door systems for public transit use and designing and manufacturing a wide variety of safety interlocks and sensing systems to ensure passenger safety; employs 194 employees; is located in Buffalo Grove, and has been in business for 105 years.
- After consultation with Vapor Bus International, a training solutions curriculum was prepared to train 40 employees in blueprint reading

and 70 employees in basic technology skill building, a total of 110 employees so as to increase the technical competency, increase production, and advance the company and employees into the 21st century.

- The state policy requires that an employer with 100 or more employees provide 50% of the cost of the training. The policy also states that employee wages & fringes can be used to off-set the employer match without employer having to pay additional funds out of pocket. The total cost of training is \$8,600. Lake County Workforce Development will reimburse \$8,600 and the company will provide employee hourly wages of an additional \$4,300 to show for their portion of the match. Cost per employee is \$78.18 for 6 hours training for each employee.

Presented by Joyce Parnell, Workforce Development. Ms. Parnell gave a brief overview of the Vapor Bus International. They are preparing to train 40 employees.

A motion was made by Member Sabonjian, seconded by Member Nixon, that this Resolution be approved and referred on to the Financial and Administrative Committee. Motion carried.

Aye: 6 - Carlson, Powers, Cunningham, Nixon, Sabonjian and Spielman

7.8 [08-0839](#)

Emergency Appropriation in the amount of \$1,859,488 in the FY2008 Health Department Budget.

- The Health Department has been awarded six (6) new grants and has also received increased revenues from Behavioral Health, Community Health, Environmental Health and Primary Care Service Areas.
- These funds have not been previously appropriated because they were awarded after the adoption of the FY2008 budget.
- The new grants and additional revenue for the Health Department totals \$1,859,488 and a complete list of the sources of these funds is included in the resolution.

Attachments: [LCHD FY08 Emergency Appropriations](#)

Presented by Jerry Nordstrom, Health Department.

A motion was made by Member Nixon, seconded by Member Powers, that this Resolution be approved and referred on to Financial and Administrative Committee. Motion carried.

Aye: 6 - Carlson, Powers, Cunningham, Nixon, Sabonjian and Spielman

7.9 [08-0833](#)

Amendment to the Lake County Board of Health Ordinance Article XIII (Fees Schedule).

- Certain Lake County Board of Health Ordinances establish requirements for permits or licenses that must be renewed on an annual basis.

- Most annual permits and licenses must be renewed by January 1st (June 1st for vending machines), and Lake County Board of Health Ordinance Article XIII (Environmental Health Fees) applies late fees to annually renewed permits or licenses not paid when due as follows:
 - **25% after February 15** (July 15 for Vending Machine Permits)
 - **50% after March 15** (August 15 for Vending Machine Permits)
 - **100% after April 15** (September 15 for Vending Machine Permits)
- This provision of “payment options” extending 3 ½ months beyond the permit/license renewal deadline establishes a circumstance that is directly contrary to the provisions of those Ordinances establishing the permit/license requirement. Lake County Board of Health Ordinance Article III (“Regulation of Food Service Facilities”), for instance, establishes that operating a restaurant without a valid permit is an imminent health hazard. Some restaurants, however, will operate each year without a valid permit for longer than 4 months before enforcement action is clearly authorized by these conflicting provisions.
- This revision to Article XIII proposes to delete the sections establishing 50% and 100% late fees, and shifts the 25% late fee to a date 30 days beyond the established renewal deadline (February 1st for all permits/licenses except vending machines which is proposed for July 1st). Retaining a 30 day grace period provides a reasonable accommodation for permittee/licensee oversights, but removes the implicit suggestion that permits/licenses need not be renewed until several months beyond the deadline have passed.
- This revision may result in a modest loss of revenue (< \$3,000) according to estimates.

Attachments: [BOH Article XIII w/ Proposed Changes](#)

Presented by Tony Smithson Health Department. Discussion followed.

A motion was made by Member Cunningham, seconded by Member Spielman, that this Resolution be approved and referred on to Financial and Administrative Committee. Motion carried.

Aye: 6 - Carlson, Powers, Cunningham, Nixon, Sabonjian and Spielman

7.10 [08-0951](#)

Committee Action to approve moving \$100,000 from the Brownfield Program to the Affordable Housing Advocacy Fund in the FY 2009 budget as recommended by the Financial & Administrative Committee during the budget hearing on October 29, 2008.

- There is \$200,000 being recommended in the FY 2009 budget for the Brownfield Program.
- Action was taken on October 29, 2008 by the Financial &

Administrative Committee during the budget hearing to move \$100,000 from the Brownfield Program fund to the Affordable Housing Advocacy Fund.

- With this change, the FY 2009 Brownfield Program will be \$100,000, and the Affordable Housing Advocacy Fund will be \$400,000. This action is only for FY 2009.
- This action is contingent upon approval of the Health & Human Services Committee.

Presented by Dusty Powell, Sr. Assistant County Administrator. Member Sabonjain stated that he could not support this item. Chair Carlson said we do restrict the right to reverse this next year.

A motion was made by Member Spielman, seconded by Member Powers, that this Committee Action item be approved. Motion carried.

Aye: 5 - Carlson, Powers, Cunningham, Nixon and Spielman

Nay: 1 - Sabonjian

7.11 [08-0874](#)

Joint Resolution authorizing the Chairman of the Lake County Board or her designee to execute the necessary documents to submit an application for the Neighborhood Stabilization Program (NSP) award of additional Community Development Block Grant (CDBG) funds in the amount of \$4.6 million dollars from the U.S. Department of Housing and Urban Development (HUD).

- On July 30th Congress passed and the President signed the Housing and Economic Recovery Act of 2008, which contained many different methods of economic stimulus packages.
- One such element was the announcement of \$3.92 billion dollars in CDBG funds that would be awarded nation-wide under specific prescribed formulas and program requirements for the acquisition of vacant and/or foreclosed properties that can be acquired, rehabilitated, and sold as affordable housing for low-and moderate-income families.
- Lake County was informed on September 26th that it would receive \$4.6 million dollars under the Neighborhood Stabilization Program for which HUD rules and regulations were issued on September 29th.
- Lake County will need to develop an Addendum to the 2008 Annual Action Plan describing its need for these funds, the housing programs it would institute, and the mechanisms with which it will meet the funding requirements of the Neighborhood Stabilization Program. This Addendum must be submitted to HUD on or before December 1, 2008.
- This resolution approves the Addendum to the 2008 Annual Action Plan and allows Lake County to submit an application for these funds.

Presented by Vern Witkowski, Community Development. Mr. Witkowski gave an executive summary and overview of the program.

A motion was made by Member Nixon, seconded by Member Cunningham, that this Resolution be approved and referred on to

the Financial and Administrative Committee. Motion carried.

Aye: 4 - Carlson, Cunningham, Nixon and Spielman

Not Present: 2 - Powers and Sabonjian

7.12 [08-0870](#)

Joint Resolution approving and authorizing execution of an Economic Development Incentive Agreement between Gregory Gesualdo and Gregory Chrysler Jeep, Inc. and Lake County.

- In 2005, the County and Fair Oaks Land, LLC entered into an Economic Development Incentive Agreement providing for the abatement of sales taxes for a period not to exceed ten (10) years or until \$1,250,000 in Economic Incentive Payments have been paid by the County.
- The agreement also contained rights enabling Fair Oaks Land, LLC to transfer its interest in the Agreement to other franchised automobile dealerships.
- Fair Oaks Land, LLC sold the property to two auto dealerships.
- The incentive payments are proposed to be split evenly between the owners of the two parcels.
- Gregory Gesualdo and Gregory Chrysler Jeep, Inc., are now the owner and operator of the 4.0 acres, and shall be eligible to receive a maximum abatement of sales taxes of \$625,000 over a ten (10) year period.

Attachments: [Chrysler Jeep Agreement 11-11-08](#)

Presented by Barry Burton, County Administrator. The overall outcome - we had 2 dealerships on the site and if approved the split we will have 4 dealerships.

A motion was made by Member Spielman, seconded by Member Cunningham, that this Resolution be approved and referred on to the Financial and Administrative Committee. Motion carried.

Aye: 4 - Carlson, Cunningham, Nixon and Spielman

Not Present: 2 - Powers and Sabonjian

7.13 [08-0871](#)

Joint Resolution approving and authorizing execution of an Economic Development Incentive Agreement between 18834 Grand Building Corp. and Lakeside Ford LLC d/b/a Gurnee Ford-Lincoln-Mercury and Lake County.

- In 2005, the County and Fair Oaks Land, LLC entered into an Economic Development Incentive Agreement providing for the abatement of sales taxes for a period not to exceed ten (10) years or until \$1,250,000 in Economic Incentive Payments have been paid by the County.
- The agreement also contained rights enabling Fair Oaks Land, LLC to transfer its interest in the Agreement to other franchised automobile dealerships.

- Fair Oaks Land, LLC sold the property to two auto dealerships.
- The incentive payments are proposed to be split evenly between the owners of the two parcels.
- 18834 Grand Building Corp is now the owner and operator of the 4.5 acres, and will operate Lakeside Ford LLC d/b/a Gurnee Ford-Lincoln-Mercury; and shall be eligible to receive a maximum abatement of sales taxes of \$625,000 over a ten (10) year period.

Attachments: [Ford Agreement 11-11-08](#)

Presented by Barry Burton, County Administrator. The overall outcome - we had 2 dealerships on the site and if approved the split we will have 4 dealerships.

A motion was made by Member Spielman, seconded by Member Cunningham, that this Resolution be approved and referred on to the Financial and Administrative Committee. Motion carried.

Aye: 4 - Carlson, Cunningham, Nixon and Spielman

Not Present: 2 - Powers and Sabonjian

7.14 [08-0921](#)

Bond Resolution and related documents for the acquisition, renovation and improvement of the Whispering Oaks Apartments in Waukegan, Illinois.

- Resolution authorizing the issuance and sale by the County of Lake, Illinois, of variable rate demand multifamily housing revenue bonds (Whispering Oaks Apartments project), series 2008 in an aggregate principal amount not to exceed \$26,000,000 on behalf of Whispering Oaks Associates, L.P.
- This is a request for \$26.0 million in tax exempt bond volume cap to finance a portion of the costs of the acquisition, rehabilitation and equipping of a 405 unit multifamily rental housing development located at various addresses from 2401 to 2443 West Dugdale Road in Waukegan, Illinois.
- Borrower intends to employ 250 to 300 temporary new employees during the construction period, and will employ five (5) new employees at the site of the Project within two (2) years.
- These units will be rented by low to moderate income individuals or families. Whispering Oaks Associates, L.P. will acquire, develop, rehabilitate, own and operate the Whispering Oaks Apartments.

Attachments: [Fin Agrmt 2520132.01.03](#)
[Indenture 2529084.01.02](#)
[Official Statement](#)
[Reg Agrmt 2501054.01.06](#)
[TaxAgmt 2529149.01.01](#)
[Whispering Oaks Assignment of Bond Security Instrument](#)

Presented by Dave Young, Lake County Partners.

A motion was made that this Resolution be approved and referred on to the Financial and Administrative Committee. The

motion carried unanimously.

Aye: 4 - Carlson, Cunningham, Nixon and Spielman

Not Present: 2 - Powers and Sabonjian

7.15 [08-0894](#)

Joint Resolution authorizing a two-year contract, with renewals with Superior Health Linens, of Madison, WI in the estimated amount of \$378,500 per year for Linen Services and authorize the Sale of Surplus Linen in the amount of \$27,090.76 and Surplus Laundry Equipment in the amount of \$38,800.

- Lake County desires to enter into a two-year contract, with renewals with Superior Health Linens, of Madison, WI for Linen Services and for the Sale of Surplus Linen and Surplus Laundry Equipment.
- Invitations for bid were extended to nine (9) vendors.
- Lake County received bids from three (3) vendors.
- Superior Health Linens, is the lowest responsive and responsible bidder for Linen Services in the estimated annual amount of \$378,500.
- Other bids were received from Angelica, Chicago, IL in the amount of \$432,702.50, and a non-responsive bid was received from Hospital Laundry Service, Wheeling, IL.
- Superior Health Linens quoted the highest sale price for Surplus Linen in the amount of \$27,090.76 and the highest sale price for Laundry Equipment in the amount of \$38,800 and the lowest price to provide laundry services for Resident-owned clothing, which can be exercised as an option.
- The total of the Surplus sale is \$65,890.76.
- This annual expense for Linen Services is estimated at \$378,500 charged to 218-4104010-71620-000-000-000000.
- The cost for this contract will be paid for by personnel vacancies, utilities and related costs savings.

Presented by Anne Wagner, Winchester House.

A motion was made by Member Spielman, seconded by Member Cunningham, that this Resolution be approved and referred on to the Financial and Administrative Committee. Motion carried.

Aye: 4 - Carlson, Cunningham, Nixon and Spielman

Not Present: 2 - Powers and Sabonjian

Executive Session

Member Cunningham made a motion to go into executive session, seconded by Member Spielman. Motion passed by Roll Call Vote: Ayes: Chair Carlson, Member Cunningham, Member Spielman, Member Nixon. No opposed. Absent: Member Sabonjian, Vice-Chair Powers, Member Maine.

Discussion.

Motion by Member Nixon, seconded by Member Spielman, to come out of Executive Session. Motion carried.

Aye: 4 - Carlson, Cunningham, Nixon and Spielman

9. County Administrator's Report

Chair Carlson expressed his thanks and stated that he was proud to be part of this committee. He thanked Dusty Powell for his contribution to the committee. Chair Carlson commended Bob Powers on his work with Affordable Housing. He thanked Carol Spielman for her contributions to the committee. The committee all agreed that it had been good working together.

10. Adjournment

A motion was made by Member Cunningham, seconded by Member Spielman, that the meeting be adjourned. Motion carried.

Aye: 4 - Carlson, Cunningham, Nixon and Spielman

Not Present: 2 - Powers and Sabonjian

Minutes prepared by Barbara Allen.

Respectfully submitted,

Chairman

Vice-Chairman

Health & Community Services Committee