

Lake County Illinois

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



Agenda Report - Final

Wednesday, April 29, 2009

1:00 PM

Conference Room C

Financial and Administrative Committee

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes - Regular and two executive session from April 8, 2009

3.1 [09-1494](#)

Minutes from April 8, 2009

Attachments: [F&A 04.08.09](#)

4. Added to Agenda Items

5. Public Comment

6. Old Business

6.1 [08-0688](#)

Joint Resolution authorizing execution of a Bulk Water Agreement with Aqua Illinois and the Village of Hawthorn Woods relating to the Hawthorn Woods/Glennshire water supply system, to resolve matters with the Village, consistent with the terms of an October 21, 1975 Agreement for Water Supply and Operation between the County and the Village of Hawthorn Woods.

- The County Board authorized a resolution on November 18, 2008 approving a Bulk Water Agreement with Aqua Illinois and the Village of Hawthorn Woods relating to the Hawthorn Woods/Glennshire Water System.
- The Village of Hawthorn Woods was given until December 15, 2008 to approve and execute the County Board-approved Bulk Water Agreement.
- Based on Judge Hoffman's recommendation in court on December 12, 2008 and in the absence of any intervening County Board or Committee meetings Chair Schmidt provided a letter on December 15, 2008 confirming that the County informally agrees to extend the time frame for village approval set forth in the November 18, 2008 Resolution, from December 15, 2008 to January 30, 2009.
- Subsequent language revisions have been incorporated to the Bulk Water Agreement to address concerns expressed by the Village, Aqua Illinois and the County and this agreement has now been approved by Village Board action on April 20, 2009.
- This resolution authorizes the execution of a Bulk Water Agreement with Aqua Illinois and the Village of Hawthorn Woods for service to the Hawthorn Woods/Glennshire Water System.

Attachments: [2009 05 12 Execution Copy-Aqua-Cty-Village Water Supply Agrmt.doc](#)

[2009 05 12 Hawthorn Woods Exhibits A B1 B2 C D E.pdf](#)

6.2 [09-1411](#)

Joint Resolution authorizing execution of an Agreement for Sewage Disposal Services for the area of the Wynstone Subdivision with the Village of North Barrington and the Village of Lake Zurich.

- The Public Works and Transportation Committee gave approval on April 2, 2008 to proceed with development of an agreement to provide sewage disposal services to the

Wynstone Property Owners Association (WPOA).

- An agreement has been developed that provides for WPOA constructing the sewage facilities, the Village of North Barrington owning the facilities and the Village of Lake Zurich transporting the sewage to the County's Des Plaines River Water Reclamation Facility.
- The agreement contemplates that the WPOA continue to operate their current spray irrigation wastewater treatment system and allow discharges up to 100,000 gallons per day into the transportation and treatment systems of Lake Zurich and the County.
- The system would serve 230 residences, approximately 135,000 square feet of commercial office buildings and a clubhouse with restaurants and commercial areas, all within the Village of North Barrington.
- The agreement also contemplates that this system would be used as a regional sewage system that could be used to serve properties in Lake Zurich, Hawthorn Woods or unincorporated Lake County.
- This resolution authorizes execution of an Agreement for Sewage Disposal Services for the area of the Wynstone Subdivision with the Village of North Barrington and the Village of Lake Zurich.

Attachments: [05.12.09 Wynstone Exhibit A.pdf](#)

[05.12.09 Wynstone Exhibit B.pdf](#)

[05.12.09 Wynstone Exhibit C.pdf](#)

[05.12.09 Wynstone Exhibit D.pdf](#)

[05.12.09 Wynstone Exhibit E.pdf](#)

[05.12.09 Wynstone Exhibit F.pdf](#)

[2009.05.12 Execution Copy WPOA Agrmt Sewage Disposal.doc](#)

7. New Business

Revenue, Records & Legislation

7.1 **09-1463**

Joint Resolution authorizing an emergency appropriation in the amount of \$195,475.50 in the FY 2009 Corporate Capital Improvement Program for County Clerk HAVA activities for HAVA Grant Appropriations.

- The County Clerk's office has been reimbursed by the State Board of Election for expenditures made from the Corporate Capital Improvement account for County Clerk HAVA activities.
- Funds in this account were reimbursement for purchase of Optical Scan Voting Systems and are to be used only for elections in Lake County.
- Purchases in the amount of \$195,475.50 were made from CCIP HAVA account and later submitted to the Illinois State Board of Elections for reimbursement under grant guidelines.
- Funds in the amount of \$195,475.50 have been spent and reimbursed, therefore it is necessary to re-appropriate these funds for HAVA programs, equipment and materials needed by the County Clerk for elections as these are identified.

Attachments: [kiosks 20090309111044](#)
[soe training module 20090309110746](#)
[vaid 2 grant 20090309111804](#)

7.2 [09-1461](#)

Joint committee action item authorizing a four (4) year extension of the Records Management Services contract for the Office of the Recorder of Deeds in the estimated amount of \$220,000 per year.

- On April 11, 2006 the County Board approved a competitively solicited contract with Cott Systems, Inc., Worthington, OH, for Records Management Services for the Office of the Recorder of Deeds in the estimated amount of \$262,800 per year for a four (4) year period.
- On August 14, 2007, the County Board approved a subsequent contract with Cott Systems Inc., for archived records conversion services for the years 1844 to 1979 in the estimated amount of \$773,839.
- Cott Systems Inc. has offered to extend the contract for Records Management Services for a four (4) year period at the same pricing, terms and conditions as originally bid in 2005.
- The Recorder of Deeds has had a good working relationship with Cott Systems Inc. in both contracts and wishes to extend this contract.
- This service costs an estimated \$220,000 per year, charged to account #260-2210010-71220-000-000-000000.

7.3 [09-1474](#)

Joint resolution designating the herein named banks and other financial institutions as depositories in which the funds and monies in the custody of Robert Skidmore, as County Treasurer and as Ex-Officio County Collector.

- Cornerstone National Bank & Trust Company has been added.

Public Works & Transportation

7.4 [09-1481](#)

Joint resolution appropriating \$5,880.72 of Motor Fuel Tax funds for Lake County's pro-rated share of the transportation planning undertaken by the Chicago Metropolitan Agency for Planning and designated as Section 10-00183-00-ES.

- [Chicago Metropolitan Agency for Planning, \(CMAP\) SFY '10: Appropriation](#)
- CMAP staffs the Chicago region's federally required transportation metropolitan planning organization (MPO).
- Federal funds for highway and transit projects, including the county's and the Lake County CMAP Council of Mayors must be reviewed by the MPO.
- The county's pro-rated share for the period of July 1, 2009 through June 30, 2010, is \$5,880.72 for SFY '10, and the appropriation is from the Motor Fuel Tax fund.

7.5 [09-1482](#)

Joint resolution appropriating \$35,000 of Matching Tax funds for the County's portion of design engineering services for a portion of the Grass Lake Road Bike Path from N. Beck Road to Hastings Lake Trailhead, and authorizing reimbursement to the Lake County

Forest Preserve District for the design engineering services, and designated as Section 09-00075-14-BT.

- Grass Lake Road Bike Path (Hastings Lake Forest Preserve Connector), Design Engineering Services: Appropriation
- This bike path along Grass Lake Road will link the proposed Hastings Lake Forest Preserve Trail System to the Lindenhurst Trail System.
- The County's grant application to the IDNR has been submitted to fund up to 50% of the cost of this bike path.
- The LCFPD is in the process of designing the Hastings Lake Trail System and has agreed to add the design for the Grass Lake Road section to their agreement for engineering services.
- This resolution appropriates \$35,000 of Matching Tax funds for engineering services and authorizes the County Engineer to reimburse the LCFPD for these services.

7.6 09-1483

Joint resolution appropriating \$50,000 of Motor Fuel Tax funds for concrete pavement patching, where necessary, on various county highways and designated as Section 09-00000-14-GM.

- 2009 Concrete Pavement Patching: Appropriation
- Each year the county undertakes patching of its concrete pavements to preserve surface quality including repairing damaged manholes, catch basins, curb and gutters.
- This patching and repair is done on isolated sections of pavements that are not on the list of resurfacings/rehabilitation/reconstruction projects as programmed in the 5-Yr Program from the results of the Pavement Management System.
- Before a letting can be held, an appropriation of \$50,000 of Motor Fuel Tax funds is necessary.

7.7 09-1486

Joint resolution providing for the receipt of the State Fiscal Year 2010 reimbursement from the Chicago Metropolitan Agency for Planning (CMAP) to the Lake County Division of Transportation of federal highway planning assistance funds that flow through IDOT.

- SFY 2010 Chicago Metropolitan Agency for Planning (CMAP) PL Contract: Agreement
- CMAP is now the contracting authority, rather than IDOT, for these annual agreements with funds coming from the Federal Highway Administration to IDOT and CMAP.
- These agreements provide the federal Planning Liaison (PL) funds to the Lake County CMAP Council of Mayors.
- The State Fiscal Year 2009 starts July 1, and the 2010 allocation is \$96,336.91 (FY '09 was \$87,805.10).
- These funds help support planning for transportation by the Lake County Division of Transportation and the Lake County CMAP Council of Mayors (i.e. DOT staff position).

Attachments: [09-1486 CMAP 20090422145314.pdf](#)

7.8 09-1491

Joint Resolution authorizing adoption of a written Identify Theft Prevention Program establishing rules and procedures to detect, prevent and mitigate identity theft.

- The Federal Trade Commission (FTC), the federal bank regulatory agencies, and the National Credit Union Administration (NCUA) have issued regulations (the Red Flag Rules) requiring financial institutions and creditors to develop and implement written

identity theft prevention programs, as part of the Fair and Accurate Credit Transactions (FACT) Act of 2003.

- The programs must be in place by May 1, 2009 and must provide for the identification, detection, and response to patterns, practices, or specific activities (known as "red flags") that could indicate identity theft.
- Compliance is required from any person or business who arranges for extension, renewal or continuation of credit, with utilities specifically identified.
- Compliance requires development of a written program, identification of relevant red flags, prevention and mitigation of ID theft, and periodic updates to the program.
- This resolution authorizes adoption of a written Identification and Theft Prevention Program that establishes rules and procedures to detect, prevent and mitigate identity theft.

Attachments: [2009 05 12 Identity Theft Prevention Program Exhib A.DOC](#)

7.9 [09-1492](#)

Ordinance Amending certain prior Rate Ordinances for the Use and Services of certain Waterworks and Sewerage Systems of the County of Lake in the State of Illinois.

- Three of the County's twelve water systems, distribute water purchased from the Central Lake County Joint Action Water Agency (CLC JAWA).
- Member agencies and the County purchase water from CLC JAWA at the rate of \$2.15 per 1000 gallons.
- Due to reduced revenues, related to low water demand, CLC JAWA has been forced to increase their water rate in order to balance their budget.
- The CLC JAWA rate is increasing by \$0.17 from \$2.15 per 1000 gallons to \$2.32 per 1000 gallons.
- In order to accommodate the CLC JAWA increase, we are required to pass this increase along to our customers and our water rate will be increased from \$5.29 to \$5.46 per 1000 gallons.
- This ordinance revises the water rate for all County CLC JAWA water supply systems to incorporate the increase in the CLC JAWA purchase rate.

Financial & Administrative

7.10 [09-1469](#)

Initial Presentation of the FY2010 Lake County Budget Policies - For discussion purposes only

- Each year the County Board adopts budget policies for the upcoming budget cycle.
- As in the past, policies are developed to maintain prudent financial management practices for the short and long term.
- Changes are being proposed to address the financial challenges the County is facing in FY2010.
- Final recommended policies will be presented at the May 6th Committee for approval

8. Executive Session

9. County Administrator's Report

10. Adjournment

