

# Lake County Illinois

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



## Agenda Report - Final

Thursday, May 29, 2025

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at:  
<https://bit.ly/3Zkousg>

**Financial & Administrative Committee**

**PUBLIC ATTENDANCE:** The public can attend Lake County Committee and Board meetings in one of two ways:

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower, 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance through an electronic conferencing application (register via the link on the front page of the agenda).

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

**PUBLIC COMMENT:**

An opportunity for Public Comment will be provided during the meeting in accordance with the Lake County Board Rules of Order and Operational Procedures. At the time of Public Comment, it will proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application. Individuals may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to [PublicComment@Lakecountyil.gov](mailto:PublicComment@Lakecountyil.gov) or delivered to the County Board Office, 18 N. County Street, Waukegan, Illinois, (10th floor)). Written comments will be circulated to the Members, but not read aloud.

**PLEASE NOTE:** An individual is allowed 3 minutes total for one or more public comments.

Individuals providing Public Comment will provide the following information:  
Meeting: Financial and Administrative Committee (Subject line for written Public Comment)

Topic or Agenda Item #: (REQUIRED)

Name: (REQUIRED)

Organization/Entity Represented: (REQUIRED) ("Self" if representing self)

Street Address, City, State: (Optional)

Phone Number: (Optional)

Email: May be REQUIRED for remote attendance

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Members
4. Addenda to the Agenda
5. Public Comment
6. Chair's Remarks
7. Unfinished Business
8. New Business

**CONSENT AGENDA (Items 8.1 - 8.8)**

**\*MINUTES\***

8.1 [25-0719](#)

Committee action approving the Financial and Administrative Committee minutes from May 8, 2025.

**Attachments:** [F&A 5.8.25 Final Minutes](#)

**\*REPORTS\***

8.2 [25-0736](#)

Finance Monthly Report - April 2025.

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

8.3 [25-0733](#)

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

**Attachments:** [Program Publish FSG Report 4-30-25.pdf](#)  
[Lake County Investment Portfolio Summary - April 2025.pdf](#)  
[FSG April 2024.pdf](#)

**\*DIVERSITY, EQUITY AND INCLUSION\***

8.4 [25-0772](#)

Joint resolution approving a contract with Carter Development Group, LLC, Tamarac, Florida, for an Employee Engagement Organizational Assessment in the amount of \$108,340 and authorizing a line-item transfer in the County Administrator's Office.

- The County issued a request for proposals (RFP) which was extended to 91 vendors, proposals were received from 27 vendors and one non-responsive vendor, and interviews were held with the top five ranked firms.

- Based on the criteria set forth in the RFP, an interdepartmental evaluation committee identified Carter Development Group, LLC as the most qualified firm and requested a Best and Final Offer (BAFO) to revise scope to ensure the focus was to embed psychological safety, emotional intelligence, respect in the workplace and belonging in Lake County operations.
- Carter Development Group, LLC submitted a BAFO focused on an Employee Engagement Organizational Assessment in the amount of \$108,340.
- The resolution authorizes a line-item transfer in the amount of \$93,340 from regular salaries and wages to consultants in the County Administrator's Office.

**Attachments:** [RFP 25158 DEI Assessment FINAL](#)

[Final Score Matrix](#)

[2025-05-07 Contract 25158 CLEAN DRAFT \(003\)](#)

[BAFO\\_CarterDevGroup\\_Lake County](#)

[Vendor Disclosure - Carter Development Group 12-15-2025](#)

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

**8.5 [25-0700](#)**

Joint resolution authorizing a contract with Precision Pavement Markings, Inc., Pingree Grove, Illinois, in the amount of \$1,355,818.39 for the removal and replacement of pavement markings, and the removal and replacement of pavement markers on various county highways, which will be improved under the Illinois Highway Code for a total of 99.7 centerline miles and appropriating \$1,627,000 of Motor Fuel Tax funds.

- Lake County maintains over 300 total centerline miles and more than 900 total lane miles of pavement markings and pavement markers for medians, lane lines, and cross walks.
- There was a public call for bids, and a total of two bids were received, ranging from \$1,355,818.39 to \$1,748,227.15, and the lowest responsible bidder is Precision Pavement Markings, Inc., Pingree Grove, Illinois, in the amount of \$1,355,818.39.
- This project is included in the Transportation Improvement Program, and designated as Section 25-00000-15-GM.

**Attachments:** [25-0700 Bid Tab - 2025 Pavement Markings and Markers Replacement](#)

[25-0700 Bid Justification letter - 2025 Pavement Markings and Markers](#)

[25-0700 Vendor Disclosure, Precision, Pavement Markings](#)

8.6 [25-0701](#)

Joint resolution appropriating \$500,000 of ¼% Sales Tax for Transportation funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with the improvements to the intersection of Kenosha Road at 21st Street.

- The intersection of Kenosha Road at 21st Street needs to be improved.
- The scope of the work includes the installation of a roundabout and non-motorized improvements.
- Preliminary engineering plans and right-of-way plats identifying the right-of-way needs for the improvement have been prepared.
- This project is included in the Transportation Improvement Program with target construction in 2027 and designated as Section 19-00125-07-CH.

**Attachments:** [25-0701 Location Map, Kenosha Road at 21st Street Intersection Impro](#)

8.7 [25-0731](#)

Joint resolution authorizing a contract with Campanella & Sons, Inc., Wadsworth, Illinois, in the amount of \$9,170,788.90 for improvements to the Robert McClory Bike Path, from Russell Road to Broadway Avenue and from Old Elm Road to Vine Avenue, for a total of 12.3 miles and appropriating \$11,005,000 of ¼% Sales Tax for Transportation funds.

- Improvements to the Robert McClory Bike Path include paving the gravel path with asphalt, resurfacing the existing asphalt, concrete repairs, ADA upgrades, drainage improvements, increased local connectivity, and other related work.
- There was a public call for bids, and a total of one bid was received, in the amount of \$9,170,788.90, and the lowest responsible bidder is Campanella & Sons, Inc., Wadsworth, Illinois, in the amount of \$9,170,788.90.
- This project is included in the Transportation Improvement Program with construction to begin in 2025 and designated as Section 23-00999-94-BT.

**Attachments:** [25-0731 Bid Tab - Robert McClory Bike Path Paving](#)

[25-0731 Bid Justification Letter - Robert McClory Bike Path Paving](#)

[25-0731 Vendor Disclosure, Campanella, Robert McClory](#)

[25-0731 Location Map, Robert McClory Path](#)

8.8 [25-0702](#)

Joint committee action item approving Change Order Number One with Christopher B. Burke Engineering, Ltd., Rosemont, Illinois, consisting of an increase of \$160,033 for additions to the Robert McClory Path Phase II engineering services contract.

- Change Orders need to be approved by the standing committees for cumulative net increases over 10 percent.
- The Robert McClory Path project is under contract with Christopher B. Burke Engineering, Ltd., Rosemont, Illinois, in the amount of \$1,034,002 as approved by

- the County Board on September 12, 2023, and designated as Section 23-00999-94-BT.
- Change Order Number One includes the design engineering, environmental agency coordination, and permitting to improve the crossings at Golf Road, Illinois Route 132 (Grand Avenue), Washington Street, and Belvidere Road, which are all four or five lane roadways.
  - This is the first contract change order to date in the amount of \$160,033, which represents a 15.5 percent increase over the original awarded contract amount.

**Attachments:** [25-0702 Robert McClory Path Phase II Change Order Consultant Scope](#)  
[25-0702 Vendor Disclosure, CBBEL, Robert McClory Award](#)  
[25-0702 Location Map, Robert McClory Path](#)

## **REGULAR AGENDA**

### **\*FINANCIAL & ADMINISTRATIVE\***

#### **Facilities and Construction Services**

#### **8.9 [25-0728](#)**

Resolution ratifying an emergency procurement with McDonagh Demolition, Chicago, Illinois, to demolish a structure at 18954 Roosevelt Road, Lake Villa, Illinois, in the amount of \$53,800.

- The property at 18954 Roosevelt Road, Lake Villa, Illinois, was a County Clerk Greenbook COLT (County of Lake, as Trustee) property, acquired due to delinquent taxes and was deemed uninhabitable and unsafe.
- During an investigation of the property, it was determined that the building should be demolished as quickly as possible as the structure is a threat to public health and safety.
- The Director of Facilities and Construction Services certified an emergency condition necessitating the need to demolish the structures, remove and abate any hazardous waste, and level the ground to make the property safe.
- Failure to perform this work would present a threat to the safety and welfare of the neighborhood and would increase the risk to governmental services in the event of an emergency response.
- The Purchasing Agent issued a purchase order to McDonagh Demolition, of Chicago, Illinois, in the amount of \$53,800.
- The total cost for the demolition was \$53,800.

**Attachments:** [Emergency Procurement Memo](#)  
[Invoice](#)  
[Vendor Disclosure Form](#)

8.10 [25-0729](#)

Resolution authorizing execution of a contract with Patriot Maintenance, Inc. of Mundelein, Illinois, in the amount of \$836,000 for the Round Lake Beach and Mundelein Courthouse Parking Lot Improvements.

- As part of the Fiscal Year 2025 Budget Process and Capital Improvement Plan, the Parking Lot Improvement Project was approved.
- This work is a high priority project for Lake County as the pavement of these parking lots are beyond their useful life and showing wear and tear.
- The County received three bids for the project in the amount of \$836,000 to \$1,179,979.71
- Award of this contract is recommended to the lowest responsive and responsible bidder, Patriot Maintenance, Inc. of Mundelein, Illinois, who best meets the needs of the County in the amount of \$836,000, unit prices were provided as part of the bid.
- This resolution authorizes and directs the Purchasing Agent to execute a contract with Patriot Maintenance, Inc. of Mundelein, Illinois, in the amount of \$836,000 and approved contracted unit prices.

**Attachments:** [Bid Document](#)  
[Vendor Disclosure](#)  
[Bid Tab](#)

8.11 [25-0730](#)

Resolution authorizing a contract with Constellation NewEnergy Gas Division, LLC Louisville, Kentucky for Natural Gas Transportation and Management Services in an annual estimated amount of \$494,500.89.

- The current term for the County's natural gas contract with Constellation NewEnergy Gas Division, LLC is set to expire on September 30, 2025.
- Purchasing identified a cooperative contract through Omnia Partners with TFS Energy Solutions, LLC d/b/a Tradition Energy that provides for management of the procurement process, contract review and negotiation assistance.
- The Omnia Partners contract with TFS Energy Solutions, LLC d/b/a Tradition Energy expires November 30, 2027, with renewal options through November 30, 2031.
- In accordance with §33.115 of the Lake County Purchasing Ordinance, Lake County may participate in a cooperative purchasing agreement for the procurement of goods and services in accordance with an agreement entered between the participants.
- TFS Energy Solutions, LLC d/b/a Tradition Energy obtained pricing from three potential service providers and natural gas rates ranged from an estimated annual cost of \$494,500.89 to \$529,685.88 for a 48-month contract. Based on pricing received, Constellation NewEnergy Gas Division, LLC is the lowest service provider for Lake County.
- Based on the fact that natural gas rates are a spot commodity, Tradition Energy

recommended securing a fully fixed price for 48-month contract to insulate from further volatility and hedge against the material risk of prices moving higher.

**Attachments:** [250509 Lake County Government - Natural Gas - Fixed Price Report \(00: Lake County vendor disclosure statement v6 FINAL \(002\)](#)

**8.12 [25-0777](#)**

Presentation and discussion of research findings and recommendations on the naming of Lake County facilities and the use of displays in public spaces.

**Attachments:** [Policy Discussion Naming and Display 29May25](#)

**Chief County Assessment Office**

**8.13 [25-0714](#)**

Chief County Assessment Office Annual Update.

**Attachments:** [CCAO Report - 2025 V3](#)

**9. County Administrator's Report**

**10. Executive Session**

**10.1 [25-0068](#)**

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

**10.2 [25-0072](#)**

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

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

**11.1 [25-0778](#)**

Committee action authorizing settlement authority for Case Number 24CV1531.

**11.2 [25-0603](#)**

Committee action approving the Financial and Administrative Committee Executive Session minutes from April 3, 2025.

**12. Member Remarks and Requests**

**13. Adjournment**

**Next Meeting: June 5, 2025**