

Lake County Illinois

Meeting held by Video Conference

Physical Location:

18 N County Street (10th Floor), Waukegan, IL 60085



Agenda Report - Final

Thursday, August 5, 2021

8:30 AM

Meeting held by video conference. The public can register to attend remotely at <https://bit.ly/3f1dbOx>

Financial & Administrative Committee

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the current Gubernatorial Disaster Proclamation, and this Written Determination, this meeting will be held by audio and video conference.

PUBLIC ATTENDANCE: The public can attend Lake County Committee and Board meetings (two options): (1) remote / virtual attendance through registration at the link on the front page of this agenda, or (2) in-person attendance (to view the virtual meeting on the 10th Floor of the County Administrative Tower, 18 N. County Street, Waukegan, Illinois.)

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

PUBLIC COMMENT: The public will be afforded time to comment on matters related to the business of the County Board. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per Comment. 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.

Individuals attending in-person or remotely may present their Public Comment during the meeting. Individuals not in attendance 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)).

Public Comment will proceed in the following order: (1) Public Comment by individuals who are attending remotely / virtually, (2) Public Comment by individuals in attendance on the 10th Floor, and then (3) written comments.

Individuals providing Public Comment will provide the following information:

- * Meeting: F&A (Subject line for written Public Comment)
 - * Name (REQUIRED)
 - * Topic or Agenda Item # (REQUIRED)
 - * Street Address, City, State (Optional)
 - * Phone Number (Optional)
 - * Organization/Agency/etc. Represented (If representing yourself, put "Self")
- * * *To view County Board Rules, click here: <https://bit.ly/3idRdrV> * * *

0. [21-1171](#)

Chair's determination of need to meet by audio or video conference.

Attachments: [Determination - Chair Hart 7.30.21\[379\]](#)

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 - 87)

LAW & JUDICIAL

8.1 [21-1123](#)

Joint resolution authorizing an amendment for a three month extension of the Lake County Children's Advocacy Center's Victim of Crime Act (VOCA) victim advocate grant program, awarded by the Children's Advocacy Centers of Illinois (CACI) for Fiscal Year (FY) 2021, including an increase in grant funding of \$110,644.

- This CACI VOCA grant extension is to fund a portion of the salary and benefits for three victim advocates housed at the Lake County Children's Advocacy Center along with additional program costs for the performance period of July 1, 2021 through September 30, 2021.
- In 1999, the Lake County Children's Advocacy Center implemented two victim advocate grants, which have been renewed each year since, to supplement funding for two victim advocates, one being bilingual.
- In 2016, both grant programs were combined into one contract, and in 2017, funding for an additional victim advocate position was added.
- The victim advocates provide comprehensive, supportive services to child victims and their non-offending family members, throughout the court process.
- Program goals include providing advocacy services for child victims of abuse and their non-offending family members, preventing re-victimization of children through education, providing emotional support and maintaining the current staff of victim advocates in order to provide efficient services to abused children.
- Sources of increased funding include federal funds in the amount of \$110,644 for partial salary and benefits for the victim advocates assigned to the grant program, along with additional program expenses.
- The Lake County Children's Advocacy Center provides any additional salary, fringe benefits or program costs by reimbursing the State's Attorney's Office. No County funding is required for this program.

Attachments: [CACI VOCA Lake FY21 Award Increase Notification Letter - 6-29-21 \(002](#)

[CACI VOCA Extension Grant Accounting](#)

HEALTH & COMMUNITY SERVICES

8.2 [21-1089](#)

Joint resolution accepting the Illinois Department of Human Services stipend and authorizing an emergency appropriation in the amount of \$5,000 for the Lifeline Call Center Stipend.

- The \$5,000 Illinois Department of Human Services stipend will be used for computer equipment.
- The \$5,000 in additional stipend funding has not been previously appropriated because the stipend resources were secured after the County's adoption of the Fiscal Year (FY) 2021 budget.
- The stipend will be for the period December 1, 2020 through November 30, 2021.

Attachments: [LCCS \\$5k](#)

8.3 [21-1090](#)

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of \$55,050 for the Local Health Protection Grant.

- The \$55,050 Illinois Department of Public Health grant will be used to offset existing staff salary and fringe benefits.
- The \$55,050 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2021 budget.
- The grant award will be for the period July 1, 2020 through June 30, 2021.

Attachments: [LHPG \\$55K](#)

8.4 [21-1118](#)

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of \$25,000 for the HIV/AIDS Quality of Life Program grant.

- The \$25,000 Illinois Department of Public Health grant will be used to offset existing staff salaries and fringe benefits.
- The \$25,000 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2021 budget.
- The grant award will be for the period November 15, 2020 through June 30, 2021.

Attachments: [HIV-AIDS QLP \\$25K](#)

FINANCIAL & ADMINISTRATIVE

8.5 [21-1160](#)

Resolution authorizing line-item transfers between various funds for the purpose of transferring previously approved funds in Fiscal Year (FY) 2021.

- Line-item transfers in various funds between line-items in FY 2021 budget are needed to align the budget with correct expense accounts.
- The County Board must approve line-item transfers under certain conditions.
- A listing of the various transfers is attached to the resolution.
- This action does not increase budget authority; it simply transfers previously approved budget authority.

Attachments: [DOT Aug-21 FY21 Budget LIT](#)

8.6 [21-1173](#)

Monthly Financial Report.

Attachments: [Finance Monthly Report 080121](#)

8.7 [21-1098](#)

Report from Robin M. O'Connor, County Clerk, for the month of June, 2021.

Attachments: [LCC Report for June 2021](#)

REGULAR AGENDA

HEALTH & COMMUNITY SERVICES

8.8 [21-1117](#)

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of \$3,000,000 for the COVID-19 Contact Tracing grant.

- The \$3,000,000 Illinois Department of Public Health grant will be used to support contractual contact tracers, interpreter services, operational supplies, computer equipment, and cellular data plans.
- The \$3,000,000 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year (FY) 2021 budget.
- The grant award will be for the period June 1, 2020 through December 31, 2021.

Attachments: [COVID-19 Contact Tracing \\$3M](#)

PUBLIC WORKS, PLANNING & TRANSPORTATION

8.9 [21-1113](#)

Joint resolution authorizing an agreement with the Chicago Metropolitan Agency for

Planning (CMAP) to provide transportation planning staff assistance for the Lake County Council of Mayors.

- Planning liaison funds are distributed yearly from the Federal Highway Administration to the Illinois Department of Transportation and then to the Chicago Metropolitan Agency for Planning (CMAP).
- These funds help support transportation planning provided by the Lake County Division of Transportation (LCDOT) for the Lake County Council of Mayors (LCDOT staff positions).
- In State Fiscal Year 2022, which begins July 1, 2021, the allocation to the LCDOT will be \$179,793.60 to cover the scope of services that CMAP describes in its agreement.

Attachments: [21-1113 CMAP PL Agreement Draft](#)

[21-1113 CMAP PL Agreement Draft LCCOM Resolution](#)

8.10 [21-1114](#)

Joint resolution appropriating a supplemental amount of \$215,000 of ¼% Sales Tax for Transportation funds and approving Change Order Number One in the amount of \$213,946.54 for additional Phase II design engineering services for the Wadsworth Road at Kilbourne Road intersection improvement.

- The County Board, at its November 14, 2017 meeting, approved an appropriation of \$430,000 of ¼% Sales Tax for Transportation funds and a consultant engineering agreement with Christopher B. Burke Engineering Ltd., Rosemont, Illinois, in the amount of \$357,756.52, for Phase II design engineering services for the intersection improvements at Wadsworth Road at Dilleys Road and Wadsworth Road at Kilbourne Road.
- Change Order Number One is required to expand the Phase II design engineering scope of work to include the resurfacing of Kilbourne Road, from Wadsworth Road to Illinois Route 173, and supplemental engineering design to complete the construction of the roundabout at Wadsworth Road at Dilleys Road.
- Change orders need to be approved by standing committees for cumulative net increases over 10 percent.
- The sum of all contract change orders to date is \$213,946.54, which represents a 59.8 percent increase over the original awarded contract amount.
- This project is included in the Transportation Improvement Program and designated as Section 17-00999-47-EG.

Attachments: [21-1114 Wadsworth Road at Dilleys and Kilbourne - CO1 Scope of Wor](#)

[21-1114 Vendor Disclosure, Christopher Burke](#)

[21-1114 Location Map, Wadsworth Road Phase II Eng.](#)

8.11 [21-1115](#)

Joint resolution appropriating a supplemental amount of \$232,000 of ¼% Sales Tax for Transportation funds and approving Change Order Number Three in the amount

of \$231,723.85 for engineering services for intersection improvements of Wadsworth Road at Dilley Road, US Route 41, and Kilbourne Road.

- The Lake County Board, at its January 14, 2014 meeting, approved an appropriation of \$1,770,000 of ¼% Sales Tax for Transportation funds and a consultant agreement with Christopher B. Burke Engineering Ltd., Rosemont, Illinois, at a cost of \$1,472,132.74, for Phase I engineering services at the intersections of Wadsworth Road at Dilley Road, US Route 41, and Kilbourne Road.
- Change Order Number Three includes additional engineering to process the project in compliance with Section 6(f) of the Land and Water Conservation Act.
- Change orders need to be approved by the standing committees for cumulative net increases over 10 percent.
- The sum of all contract change orders to date is \$743,728.80, which represents a 50.5 percent increase over the original awarded contract amount.
- This project is included in the Transportation Improvement Program and designated as Section 13-00999-47-ES and 18-00999-47-WR.

Attachments: [21-1115 Wadsworth Road at US 41 - CO3 Scope of Work](#)

[21-1115 Wadsworth Road at US 41 Committee Action Memo](#)

[21-1115 Vendor Disclosure, Christopher Burke](#)

[21-1115 Location Map, Wadsworth Road Phase I Study](#)

8.12 [21-1116](#)

Joint committee action item approving Change Order Number Two consisting of an increase of \$296,595 for additions to the Quentin Road reconstruction Phase III construction engineering contract.

- Phase III construction engineering for Quentin Road reconstruction is under contract with V3 Companies of Illinois, Woodridge, Illinois, in the amount of \$2,334,894.88 as approved by the County Board on November 14, 2017, and designated as Section 08-00090-12-CH.
- Change Order Number Two is required due to contract completion extending an additional year because of delays caused by extensive utility conflicts and other unforeseen additional work.
- Change Order Number One was required as a partial balancing of final costs for the extended project duration.
- Change Orders need to be approved by the standing committees for cumulative net increases over 10 percent.
- The sum of all contract change orders to date is \$529,851, which represents a 22.69 percent increase over the original awarded contract amount.

Attachments: [21-1116 Quentin Road - CO2 Scope of Work](#)

[21-1116 Vendor Disclosure, V3](#)

[21-1116 Location Map, Quentin Road](#)

8.13 [21-1131](#)

Joint Resolution authorizing execution of an Easement Agreement for the Ingress and Egress to the Lake County Public Works White Deer Run Water Reservoir.

- On April 13, 2021, the County Board approved an Intergovernmental Agreement with the Village of Mundelein to purchase 240 W. Gregg's Parkway for the purpose of constructing a Water Reservoir to serve the Vernon Hills water system.
- The Village of Vernon Hills owns the land, or access road, through which construction personnel and equipment must travel to access the construction site and Lake County Public Works will require continued use of the access road to operate and maintain the reservoir; therefore, an easement agreement with Vernon Hills is necessary.
- The Villages of Vernon Hills and Mundelein also require continued use of the access road to maintain their respective assets, and both have already approved the Easement Agreement for the benefit of all three parties.
- This Resolution authorizes the execution of an Easement Agreement for the Ingress and Egress to the Lake County Public Works White Deer Run Water Reservoir.

Attachments: [21-1131 Vernon Hills Easement Agreement for Reservoir Access - with E](#)
[21-1131 Vernon Hills Easement Agreement White Deer Run Water Rese](#)

FINANCIAL & ADMINISTRATIVE

Finance and Administrative Services

8.14 [21-1066](#)

Discussion on Lake County's Minority Contracting initiative.

- A presentation will be provided to discuss the use of minority owned firms and outreach opportunities.

Attachments: [Vendor Certification Form v3 6.4.21](#)
[Minority Contracting Presentation for F&A 7.29.21](#)

8.15 [21-1065](#)

Discussion on Lake County's Sustainability Statement in Procurement.

- Lake County Purchasing has been reviewing the current sustainability statement issued in our procurements and researching best practices as it relates to possible update amendments.
- A presentation will be provided with potential amendments and operational changes to Lake County's Procurement procedures as it relates to the sustainability statement.

Attachments: [SUSTAINABILITY STATEMENT INSTRUCTIONS - Redlined version 5-7](#)

[SUSTAINABILITY STATEMENT Revised 5-7-21 FINAL](#)

[FA Presentation 7.29.21 FINAL](#)

Human Resources

8.16 [21-1144](#)

Resolution authorizing a Collective Bargaining Agreement (CBA) between the Lake County Board, Lake County Sheriff's Office, and the Metropolitan Alliance of Police Chapter 482 (MAP) Law Enforcement Division Lieutenants Unit.

- This is a five-year agreement retroactive to December 1, 2019 through November 30, 2024 and covers approximately 6 employees in the Law Enforcement Division of the Sheriff's Department.
- The current wage differential of five percent will increase one percent per year for the first three years of the agreement to top off at eight percent.
- As part of this contract, Martin Luther King, Jr.'s Day will become a fixed holiday.

Attachments: [Clean Copy -- CBA 2019-2024 SO Law Enforcement Lts MAP 482](#)

[Redline -- CBA 2019-2024 SO Law Enforcement Lts MAP 482 -- 7-19-21](#)

8.17 [21-1174](#)

Committee action approving an off-cycle increase to base salary for a Stormwater Management Commission position in accordance with Personnel Policy 5.11, Section 8.

8.18 [21-1158](#)

Director's Report - Human Resources.

Enterprise Information Technology

8.19 [21-1159](#)

Director's Report - Enterprise Information Technology.

Facilities and Construction

8.20 [21-1094](#)

Resolution authorizing an agreement with CDW Government, Chicago, IL, for network hardware and electronics as required to bypass Winchester House in the amount of \$36,603.09.

- The northwest portion of the Winchester House Site contains fiberoptic cabling which ties both Lake County Public Works and the Department of Transportation into the County's Network. This segment of infrastructure must be bypassed to execute the demolition of Winchester House that is pending County Board Approval. scope of services.
- The Department of Facilities and Construction Services has designed a bypass in coordination with stakeholders and requires certain computer hardware to enable a cut over.

- Facilities identified a cooperative purchasing contract with CDW Government of Chicago, Illinois, through Omnia Partners to procure the required equipment in the amount of \$36,603.09 that was competitively solicited and awarded.
- Pursuant to Article 10-101 of the Lake County Purchasing Ordinance, Cooperative Purchasing, Lake County may participate in a cooperative purchasing agreement for the procurement of goods with one or more public procurement units in accordance with an agreement entered between the participants.

Attachments: [Award Information-CDW](#)
[MFPP635](#)
[Vendor Disclosure Statement Cisco 07.16](#)

8.21 [21-1095](#)

Resolution authorizing a contract with McDonagh Demolition Incorporated of Chicago, Illinois for the demolition and site restoration of Winchester House in the amount of \$2,750,000.

- As part of the Fiscal Year 2021 Budget Process and Facilities Capital Improvement Plan, the Winchester House Demolition project was approved for demolition.
- This work will demolish the building and restore the site per the terms of Bid #21090. Specific work includes the abatement of environmental hazards, removal of in-ground infrastructure, demolition of the primary structure and satellite buildings, and regrading and replanting of the site.
- An invitation for bid was issued and extended to fifty vendors and electronic bids were received from 8 vendors ranging from \$2,750,000 to \$4,197,658.
- This resolution authorizes a contract with McDonagh Demolition Inc. in the amount of \$2,750,000.

Attachments: [Bid 21090 Bid Final](#)
[21090 Bid Tab](#)
[21090 Award Information](#)
[Vendor Disclosure Form](#)

8.22 [21-1093](#)

Director's Report - Facilities and Construction Services.

Attachments: [JOC Over \\$350K Memo 20JUL21](#)

County Administration

8.23 [21-1172](#)

Resolution approving a three percent pay increase for the last 13 pay periods of Fiscal Year 2021 (FY21) for County employees not in a bargaining unit and for

bargaining unit employees whose contract agrees to mirror County employee annual increases.

- This is a special action outside of the compensation program procedures outlined in Section 5.11 of the Employee Policies and Procedures.
- The FY21 budget did not include an annual pay increase to County Employees not in a bargaining unit and for bargaining unit employees whose contract agrees to mirror County employee annual increases.
- Based on County revenue and expenditure projections presented to the Finance and Administrative Committee on July 1, 2021, the County Administrator recommends a flat three percent increase to County employees not in a bargaining unit, and for bargaining unit employees whose contract agrees to mirror County employee increases.
- This one-time pay increase for the last 13 pay periods of FY21 will apply to employees who were employed by Lake County on December 1, 2020.
- It is estimated that the wage increase will be included in paychecks by October 1 with retro pay provided before the end of FY21.
- The current employee pay tables will not be affected by this action.

8.24 [21-1162](#)

Committee action approving a Finance and Administration (F&A) Committee-initiated New Program Request (NPR) for the Fiscal Year (FY) 2022 budget to add English and Spanish subtitles to recorded Lake County Board and F&A Committee meetings.

- English and Spanish subtitles would be added to recorded Lake County Board and F&A Committee meetings found on the Lake County Website.
- Annually, Lake County has approximately 36 combined County Board and F&A committee meetings.
- Lake County is seeking accurate English and Spanish subtitles, in line with Federal Communication Commissions (FCC) standards, that match the spoken words in dialogue from Board and Committee meetings.
- The estimated annual cost is \$40,000 - 60,000.
- This action directs staff to add the NPR into the FY 2022 budget process.

Attachments: [New Program Request - English and Spanish Subtitles](#)

9. County Administrator's Report

10. Executive Session

11. Members Remarks

12. Adjournment

Next Meeting: September 2, 2021