

Lake County Illinois

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



Meeting Minutes - Final

Thursday, August 1, 2024

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at:
<https://bit.ly/3LpY5ID>

Financial & Administrative Committee

1. Call to Order

Vice Chair Vealitzek called the meeting to order at 8:32 a.m.

2. Pledge of Allegiance

Vice Chair Vealitzek led the Pledge of Allegiance.

3. Roll Call of Members

Present 6 - Member Clark, Member Danforth, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Absent 1 - Chair Frank

Other Attendees:

Sandy Hart, County Board Chair

Sarah Towne, Baker Tilly

Jason Coyle, Baker Tilly

Melissa Gallagher, Finance

Darcy Adcock, Human Resources

Karl Walldorf, 19th Judicial Circuit Court

Yvette Albarran, Finance

Patrice Sutton, County Administrator's Office

Matt Meyers, County Administrator's Office

RuthAnne Hall, County Administrator's Office

Kevin Quinn, Communications

Tammy Chatman, Communications

Kristy Cechini, County Board Office

Electronically:

Marah Altenberg, Board Member

Theresa Glatzhofer, County Board Office

Jolanda Dinkins, County Board Office

Janna Philipp, County Administrator's Office

Carrie Flanigan, State's Attorney's Office

Austin McFarlane, Public Works

Elizabeth Brandon, County Administrator's Office

Shane Schneider, Division of Transportation

Patrice Sutton, County Administrator's Office

Ruby Bahena, Finance

Eric Tellez, Planning, Building, and Development

ShaTin Gibbs, Finance

Matt Emde, Division of Transportation

Jim Chamernik, Sheriff's Office

Nick Principali, Finance

Nick Kalfas, Sheriff's Office

Michael Wheeler, Finance

Irshad Khan, Facilities and Construction Services
Demar Harris, Workforce Development
Heidie Hernandez, Enterprise Information Technology
Roger Vines, Lake County Corrections Division
Matt Finstein, Purchasing
Michael Maslana, Enterprise Information Technology
Errol Lagman, Finance
Isabel Martinez, Health Department
Keith Caldwell, GIS Team
Joel Sensenig, Public Works
Jerial Jorden-Woods, Finance
Christine Sher, Finance
Abby Krakow, Communications
Jo Gravitter, State's Attorney's Office
Kayla Bonn, Human Resources
Adam Krueger, Finance
Tiffany Becker, Facilities and Construction Services
Bailey Wyatt, Communications
Brea Barnes, Finance
Yvonne Mendoza, Finance
Sonia Hernandez, County Administrator's Office
Mike Klemens, Division of Transportation
Kathleen Rhey, Enterprise Information Technology
Preston Carter, Public
Ashley Rack, Sheriff's Office
Ewelina Filipiec, Human Resources
Em ZP, Public
JazMine' Evans, Finance
Bob Glueckert, Chief County Assessment Officer
Erik Karlson, Enterprise Information Technology
Mark Pfister, Health Department
Anna Guthman, Treasurer's Office
Maria Castellanos, Finance
Corina Miranda, Human Resources
Keith Grant, Public Defender's Office
Terri Kath, Enterprise Information Technology
Jazmin Padron, Human Resources
Karen Fox, State's Attorney's Office
Mick Zawislak, Daily Herald
Krista Kennedy, Finance
Stephen Gray, Treasurer's Office
Jonathan Joy, Facilities and Construction Services
Jonathon Tillis, County Clerk's Office

Vernesha Lawrence, Finance
Jesse Turcios, Human Resources
Jennifer Reid, State's Attorney's Office
Michael Peterson, Finance
Brian Everett, Public
Kevin Carrier, Division of Transportation
Micah Thornton, Circuit Clerk's Office
Daniel Eder, EMA
Tricia Jones, Finance
Nancy Rojas, Health Department
Eric Waggoner, Planning, Building, and Development
Keay Crandall, County Administrator's Office
Alex Carr, Communications
Nicole Rogers, Finance
Jeremiah Varco, Facilities and Construction Services

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment

There were no comments from the public.

6. Chair's Remarks

Vice Chair Vealitzek explained the new formatting of the Financial and Administrative Committee agenda.

7. Unfinished Business

8. New Business

CONSENT AGENDA (Items 8.1 - 8.9)

LAW & JUDICIAL

8.1 [24-0923](#)

Joint resolution authorizing the renewal of the Lake County Children's Advocacy Center's Victims of Crime Act (VOCA) victim advocate and mental health staff grant awarded by the Children's Advocacy Centers of Illinois (CACI) for Fiscal Year (FY) 2025, including grant funding of \$219,591, and increasing the headcount of the State's Attorney's Office by one part time employee.

Attachments: [LCCAC VOCA FY25 Contract](#)
[Grant Accounting Spreadsheet to FAS - CACI VOCA FY25](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Parekh, 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, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Chair Frank

8.2 [24-0925](#)

Joint resolution authorizing the renewal of the Lake County Children’s Advocacy Center’s Violent Crime Victim Assistance (VCVA) grant awarded by the Illinois Attorney General’s Office for Fiscal Year (FY) 2025, including grant funding and an emergency appropriation in the amount of \$82,000.

Attachments: [LCCAC FY25 Agreement VCVA 25-0920](#)
[Grant Accounting Spreadsheet to FAS - LCCAC VCVA FY25](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Parekh, 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, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Chair Frank

PUBLIC WORKS & TRANSPORTATION

8.3 [24-0917](#)

Joint resolution appropriating \$782,900 of Motor Fuel Tax funds for maintaining streets and highways, including utility services, under the applicable Illinois Highway Code, from December 1, 2024, to November 30, 2025, and \$200,000 of Matching Tax funds for de-icing materials.

As part of a single motion for the entire Consent Agenda, a motion was made by Member Parekh, 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, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Chair Frank

8.4 [24-0918](#)

Joint resolution authorizing a contract with A Lamp Concrete Contractors, Inc., Schaumburg, Illinois, in the amount of \$2,144,019.05 for concrete pavement repair along Deerfield Parkway, from Illinois Route 83 to Illinois Route 21/US Route 45, which will be improved under the Illinois Highway Code for a total of 2.64 miles and appropriating \$2,573,000 of Matching Tax funds.

Attachments: [24-0918 Bid Tabulation, Deerfield Pkwy Concrete Repairs \(IL83 - IL121\)](#)
[24-0918 Bid Justification Letter, Deerfield Pkwy Concrete Repairs \(IL83-II\)](#)
[24-0918 Vendor Disclosure, A Lamp Concrete](#)
[24-0918 Location Map, Deerfield Parkway Concrete Repairs](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Parekh, 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, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Chair Frank

8.5 [24-0919](#)

Joint resolution authorizing a contract with Berger Contractors, Inc., Wauconda, Illinois, in the amount of \$2,444,231.64 for the expansion of detention basins on the Renwood Golf Course to accommodate the upcoming Hainesville Road improvements and appropriating \$2,934,000 of County Bridge Tax funds.

Attachments: [24-0919 Bid Tabulation, Hainesville Road Drainage Aprovements](#)
[24-0919 Vendor Disclosure, Berger](#)
[24-0919 Location Map, Hainesville Road Drainage Improvement](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Parekh, 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, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Chair Frank

8.6 [24-0920](#)

Ordinance requesting the conveyance of parcels of land for right-of-way and easements from the Round Lake Area Park District and authorizing an agreement with the Round Lake Area Park District for improvements along Hainesville Road, from Washington Street to Rollins Road, including the expansion and maintenance of detention ponds on the Renwood Golf Course.

Attachments: [24-0920 Agreement, Hainesville Road Round Lake Park District](#)
[24-0920 Location Map, Hainesville Road Drainage Improvement](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Parekh, seconded by Member Clark, 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, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Chair Frank

8.7 [24-0921](#)

Joint resolution authorizing a contract with Lake County Grading Company, LLC, Libertyville, Illinois, in the amount of \$7,879,523.93 for the intersection improvements of Darrell Road at Dowell Road and Fisher Road and appropriating \$9,460,000 of ¼% Sales Tax for Transportation funds.

Attachments: [24-0921 Bid Tabulation, Darrell Road at Dowell and Fisher Intersection In](#)
[24-0921 Vendor Disclosure, LCGC](#)
[24-0921 Location Map, Darrell Road at Dowell & Fisher Intersection Impr](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Parekh, 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, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Chair Frank

8.8 [24-0922](#)

Joint resolution authorizing an agreement with STV Incorporated, Chicago, Illinois, for Phase III construction engineering services for improvements at the intersection of Darrell Road at Fisher Road and Dowell Road, at a maximum cost of \$1,141,725 and appropriating \$1,370,000 of ¼% Sales Tax for Transportation funds.

Attachments: [24-0922 Consultant Agreement, Darrell Road at Dowell and Fisher Inters](#)
[24-0922 Vendor Disclosure, STV](#)
[24-0922 Location Map, Darrell Road at Dowell & Fisher Intersection Impr](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Parekh, 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, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Chair Frank

8.9 [24-0926](#)

Ordinance amending Laboratory and Water Meter Fees related to Lake County Public Works systems.

Attachments: [24-0926 - 51.24 Additional Rates and Charges](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Parekh, seconded by Member Clark, 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, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Chair Frank

REGULAR AGENDA

FINANCIAL & ADMINISTRATIVE

Finance

8.10 [24-0805](#)

Presentation of the Fiscal Year (FY) 2023 Annual Comprehensive Financial Report (ACFR) and County-wide audit by Baker Tilly US, LLP.

Attachments: [Lake County ACFR FINAL 11-30-23](#)

Melissa Gallagher, Chief Financial Officer, introduced Jason Coyle, Baker Tilly, and provided an overview of the audit. Jason Coyle presented on the Annual Comprehensive Financial Report and County-wide audit. Discussion ensued.

Human Resources

8.11 [24-0944](#)

Presentation and discussion regarding the compensation study by Baker Tilly US, LLP.

Attachments: [Comp Study 080124 FA Presentation](#)

Matt Meyers, Assistant County Administrator, introduced Sarah Towne, Baker Tilly, who presented the compensation study. Discussion ensued. The Committee provided consensus with the recommendations, pending final staff analysis and review.

8.12 [24-0928](#)

Resolution authorizing a Collective Bargaining Agreement (CBA) between the Lake County Board, Lake County Sheriff's Office, and the Illinois Police Benevolent Labor Committee, Correction Division.

Attachments: [Correction Officers CBA 2023-2026 FINAL REDLINE](#)
[Correction Officers CBA 2023-2026 FINAL](#)

Darcy Adcock, Human Resources Director and Caitlin Everett, Human Resources Manager, Labor and Employee Relations, provided a summary of the Collective Bargaining Agreement for the Sheriff's Correctional Division, including the Jail Reception. Discussion ensued.

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, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Chair Frank

Facilities and Construction Services

8.13 [24-0915](#)

Resolution approving an agreement with BOS, Roselle, Illinois for the purchase of office furniture for the Regional Operations and Communications (ROC) Facility in the amount of \$113,760.54.

Attachments: [Quote](#)
[Vendor Disclosure Form](#)

Carl Kirar, Facilities and Construction Services Director, provided a summary of the agreement to purchase office furniture for the Regional Operations and Communications (ROC) Facility.

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, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Chair Frank

Enterprise Information Technology

8.14 [24-0934](#)

Resolution authorizing a contract renewal with Logicalis of Downers Grove, Illinois, in the amount of \$65,477.42 for enterprise wireless licensing and support.

Attachments: [24-0934 - QUO](#)
[24-0934 - VDS](#)

Chris Blanding, Chief Information Officer, provided a summary of the contract renewal for the enterprise wireless licensing and support.

A motion was made by Member Danforth, seconded by Member Parekh, 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, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Chair Frank

8.15 [24-0936](#)

Resolution authorizing a contract renewal with CDW-G of Vernon Hills, Illinois, in the amount of \$62,175 for security awareness software (Ninjio Prodigy Plus).

Attachments: [24-0936 - QUO](#)
[24-0936 - VDS](#)

Chris Blanding, Chief Information Officer, provided a summary of the contract renewal for the security awareness software. Discussion ensued.

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, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Chair Frank

County Administration

8.16 [24-0975](#)

Resolution authorizing the adoption and execution of an Intergovernmental Agreement (IGA) Regarding Loans for LakeComm Transition and Startup Expenses.

Attachments: [LakeComm_Loan_IGA \(Final\)](#)

Jim Hawkins, Deputy County Administrator, and Melissa Gallagher, Chief Financial Officer, provided a summary of the loan intergovernment agreement with Vernon Hills, Gurnee and Lake County for the LakeComm Transition and Startup Expenses. Discussion ensued.

A motion was made by Member Pedersen, seconded by Member Parekh, 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, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Chair Frank

9. County Administrator's Report

Patrice Sutton, County Administrator, thanked Jim Hawkins, Deputy County Administrator, for compiling the risk and safety team and posting various updated safety points on the 10th floor. There will also be additional trainings and drills.

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, Member Danforth, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Absent: 1 - Chair Frank

10.1 [24-0836](#)

Executive Session to discuss setting the sale or lease price for County property pursuant to 5 ILCS 120/2 (c)(6).

10.2 [24-0012](#)

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

10.2 [24-0933](#)

A

Committee action approving the Financial and Administrative Committee Executive Session minutes from June 27, 2024.

Action was taken outside of Executive Session.

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

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

Absent: 1 - Chair Frank

11. Member Remarks and Requests

There were no Member remarks or requests.

12. Adjournment

Vice Chair Vealitzek declared the meeting adjourned at 10:52 a.m.

Next Meeting: August 8, 2024.

Meeting minutes prepared by Kristy Cechini.