

Lake County Illinois

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



Meeting Minutes - Final

Friday, June 12, 2020

10:00 AM

Live-streamed at <http://lakecounty.tv/>, on Comcast's Channel 18 or 30 (depending on where you live) & AT&T U-Verse Channel 99

F&A Special Committee on COVID-19 Recovery

To comply with social distancing requirements and Governor Pritzker's stay-at-home order, this meeting will be live-streamed at <http://lakecounty.tv/> and on Comcast's network, Channel 18 or 30 (depending on where you live) and AT&T Channel 99.

Public comments are welcomed and encouraged. Public comments received by 10:00 a.m., Friday, June 12, 2020 will be read at the beginning of the meeting under Public Comment in the order they are received. Comments received during the meeting will be held until the end of the meeting. Please note: A total of 30 minutes will be permitted for Public Comment and no more than three minutes per public comment pursuant to the County Board Rules of Order and Operational Procedures. All comments received will be included in the Committee's meeting minutes regardless of whether they are read aloud at the meeting.

PUBLIC COMMENTS shall be emailed to CountyBoard@lakecountyil.gov with the following information:

- * Subject Title: F&A Special Committee on COVID-19 Recovery Public Comment
- * Name
- * Street Address (Optional)
- * City, State (Optional)
- * Phone (Optional)
- * Organization, agency, etc. being represented. (If representing yourself, put "Self")
- * Topic or Agenda Item Number followed by Public Comment.

Public with no access to email may leave a message with the County Board Office at 847-377-2300.

1. Call to Order

Chair Frank called the meeting to order at 10:00 a.m.

Present 5 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark and Member Pedersen

Others present:

Sam Cunningam, City of Waukegan

Cheri Neal, Zion Township

Tom Poynton, Village of Lake Zurich

Leon Rockingham, City of North Chicago

Donny Schmit, Village of Fox Lake/Lake County Municipal League

Dan Venturi, Lake Villa Township

Marah Altenberg, County Board

Kristy Cechini, County Board Office

Jennifer Clark, County Board

Kevin Considine, Lake County Partners

Mary Ross Cunningham, County Board

Michael Danforth, County Board

Mandi Florip, Lake County Municipal League

Karen Fox, State's Attorney's Office

Gary Gibson, County Administrator's Office

Gunnar Gunnarson, State's Attorney's Office

Sandy Hart, County Board

Jim Hawkins, County Administrator's Office

Carl Kirar, Facilities and Construction Services

Angelo Kyle, County Board

Judy Martini, County Board

Matt Meyers, County Administrator's Office

Brenda O'Connell, Community Development

Jennifer Serino, Workforce Development

Julie Simpson, County Board

Patrice Sutton, Finance and Administrative Services

Craig Taylor, County Board

Cassandra Torstenson, County Administrator's Office

Eric Waggoner, Planning, Building and Development

Deb Waszak, City of North Chicago

Terry Wilke, County Board

2. Pledge of Allegiance

Chair Frank led the Pledge of Allegiance.

3. **Addenda to the Agenda**

There were no additions or amendments to the agenda.

4. **Public Comment**

4.1 [20-0812](#)

Public Comment.

Attachments: [Park District Request CARES Act Funding 6.11.2020.pdf](#)

Blanca Vela-Schneider, County Administrator's Office, provided a public comment regarding CARES Act funding for park districts. Chair Frank remarked that Lake County is currently focusing on human services but the parks concern is valid.

Public comment was presented.

5. **Chair's Remarks**

There were no remarks from the Chair.

6. **Old Business**

There was no old business to discuss.

7. **New Business**

Consent Agenda (Items 7.1 - 7.2)

Approval of Minutes

7.1 [20-0796](#)

Minutes from May 22, 2020.

Attachments: [F&A COVID-19 Recovery 5.22.20 Minutes - Final.pdf](#)

A motion was made by Member Vealitzek, seconded by Member Clark, to approve Consent Agenda items 7.1 and 7.2. The motion carried unanimously.

Aye: 5 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark and Member Pedersen

7.2 [20-0804](#)

Minutes from May 29, 2020.

Attachments: [F&A COVID-19 Recovery 5.29.20 Minutes - Final.pdf](#)

A motion was made by Member Vealitzek, seconded by Member Clark, to approve Consent Agenda items 7.1 and 7.2. The motion carried unanimously.

Aye: 5 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark and Member Pedersen

Regular Agenda

7.3 [20-0798](#)

Presentation: Municipal Perspective on COVID-19 Expenses and CARES Act Funding - Lake County Municipal League.

Donny Schmit, Village of Fox Lake Mayor and Lake County Municipal League President, discussed the economic effects of the pandemic on Lake County communities. The County received CARES Act funding with the intent that it would be shared with local municipalities. COVID-19 expenses continue to grow for municipalities; more than \$10,000,000 has already been spent by 31 of the 45 municipalities thus far. Revenues are estimated to decrease by 30 percent and municipalities will need to cut services and programs as a result.

Leon Rockingham, City of North Chicago Mayor, reported on the impact that COVID-19 has had to the residents of North Chicago. North Chicago has the highest per capita cases of COVID-19 positive cases in the Lake County due to the number of residents who were deemed essential, continued to work and were subjected to higher exposure of the virus. North Chicago quickly suspended its water shut-offs and implemented early actions to assist its residents and the business community by extending deadlines for various fees and taxes. North Chicago anticipates a loss of revenue of \$2,000,000 and has incurred an unanticipated \$200,000 in COVID-19 related expenses. North Chicago requests that the County extend a portion of the CARES funds to municipalities based upon population.

Tom Poynton, Village Lake Zurich Mayor, reported that Lake Zurich anticipates a \$1,738,000 shortfall in revenue due to the pandemic and has accumulated nearly \$60,000 in unanticipated COVID-19 related expenses. Business owners have struggled to obtain loans and the loan application processes have been confusing. He requested that the County disburse a portion of the CARES funds to municipalities.

Sam Cunningham, City of Waukegan Mayor, identified the negative impact the pandemic has had to the City of Waukegan. Waukegan has incurred expenses of more than \$250,000 in overtime costs due to essential workers, \$150,000 in personal protective equipment, Information Technology equipment, and disinfection services, and an estimated \$147,000 in paid sick time and injured-on-the-job pay specifically related to COVID-19. He requested the County disburse a portion of the CARES funds to municipalities.

Discussion ensued regarding how municipal funding should be distributed and the uses in which the funding can be spent. The consensus of the Committee was that the county wants to understand where the greatest need are before making a determination on the amount of funding to be disbursed.

The municipal perspective was presented.

7.4 [20-0799](#)

Presentation: Township Perspective on COVID-19 Expenses and CARES Act Funding - Lake County Township Supervisors.

Cheri Neal, Zion Township Supervisor, reported that the townships have collectively compiled information to identify agencies impacted by COVID-19. Dan Venturi, Lake Villa Township Supervisor, noted that townships will likely see an influx of assistance requests once the Governor's Executive Order regarding suspension of evictions and utility shut-offs expires. Discussion ensued regarding services the township provides.

The township perspective was presented.

7.5 [20-0800](#)

Update on Lake County's Strategy, Programs, and Budget for CARES Act Funds.

Jim Hawkins, Deputy County Administrator, reviewed Lake County's guiding principles for CARES Act funding. At this time, six categories for funding have been identified: 1. assistance to residents; 2. business and economic assistance; 3. public health assistance, 4. municipal and local essential services; 5. county government essential services; 6. contingency reserve.

Rental and Utility Assistance

Cassandra Torstenson, County Administrator's Office, reviewed the rental and utility assistance application and funding process. Training through ServicePoint is recommended to agencies who receive funding in order to effectively manage CARES funds. Monthly reports will be required.

Business and Economic Task Force Priorities and Budget.

Jennifer Serino, Workforce Development Director, provided a concept overview regarding the criteria for a Small Business Grant Program. Grant funding would be formula-based and priority would be for businesses that shut down or had operated at a reduced capacity, minority and/or women owned establishments, businesses who had to lay off employees in 2020, and businesses that did not receive the Paycheck Protection Program (PPP) or Economic Injury Disaster Loan (EIDL) funds. It is recommended that Lake County Partners be the initial application reviewer followed by a Grant Award Committee. Discussion ensued regarding eligibility criteria and what industries this program will support. Director Serino sought direction on the percent of minority/women owned businesses that the program should target.

An update on Lake County's Strategy, Programs, and Budget of CARES Act funds was provided.

7.6 [20-0801](#)

Discussion on Municipal COVID-19 Related Expenses.

Jim Hawkins, Deputy County Administrator, discussed the reimbursement model for municipalities. Staff is recommending an initial amount of \$5,000,000 to help municipalities. Discussion ensued. The consensus of the committee is to increase the amount to \$10,000,000.

The Committee discussed Municipal COVID-19 related expenses.

7.7 [20-0802](#)

Discussion on Township COVID-19 Related Expenses.

Jim Hawkins, Deputy County Administrator, reported that he is working with townships on rental, utility, and food assistance. The goal is to disburse the funds by the end of June 2020.

The Committee discussed Township COVID-19 related expenses.

7.8 [20-0803](#)

Guidance to Staff.

Jim Hawkins, Deputy County Administrator, reported that based on today's conversation, staff will prepare a resolution for municipal/fire protection district CARES Act funding and the Small Business Program. Staff will also prepare a resolution for Lake County Partners to help administer the Small Business Program application review.

Discussion ensued regarding potential assistance to long-term care facilities.

Staff reviewed the guidance provided by the Committee.

8. Executive Session

The Committee did not enter in Executive Session.

9. Public Comment

There were no additional comments from the public.

10. County Administrator's Report

There was no County Administrator's report.

11. Members' Remarks

There were no remarks from members.

12. Adjournment

Chair Frank adjourned the meeting at 12:05 p.m.

Next Meeting: June 19, 2020

Minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

F&A Special Committee on COVID-19 Recovery