

Lake County Illinois

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



Agenda Report - Final

Thursday, March 2, 2023

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at
<http://bit.ly/3XPU3Xk>

Financial & Administrative Committee

PUBLIC ATTENDANCE: The public can attend Lake County Committee and Board meetings (two options):

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance by registering using the link on the front page of this agenda.

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

PUBLIC COMMENT: Live public comment will be available for those attending in-person and through an electronic conferencing application (register via the link on the front page of the agenda). 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. Public Comment may 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 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.

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 (Items Not on the Agenda)
6. Chair's Remarks
7. Unfinished Business
8. New Business

CONSENT AGENDA (Items 8.1 - 8.12)

MINUTES

8.1 [23-0338](#)

Committee action approving the Financial and Administrative Committee minutes from February 2, 2023.

Attachments: [F&A 2.2.23 Final Minutes](#)

8.2 [23-0339](#)

Committee action approving the Financial and Administrative Committee minutes from February 9, 2023.

Attachments: [F&A 2.9.23 Final Minutes](#)

REPORTS

8.3 [23-0296](#)

Report from Anthony Vega, Lake County Clerk Recording Division, for the month of January 2023.

Attachments: [January 2023](#)

8.4 [23-0320](#)

Treasurer Holly Kim's Cash & Investment Report July 2022.

Attachments: [Treasurer Holly Kim's Cash & Investment Report July 2022](#)
[Treasurer Holly Kim's Cash & Investment Report July 2021](#)

8.5 [23-0321](#)

Treasurer Holly Kim's Cash & Investment Report August 2022.

Attachments: [Treasurer Holly Kim's Cash & Investment Report August 2022](#)
[Treasurer Holly Kim's Cash & Investment Report August 2021](#)

8.6 [23-0322](#)

Treasurer Holly Kim's Cash & Investment Report September 2022.

Attachments: [Treasurer Holly Kim's Cash & Investment Report September 2022](#)
[Treasurer Holly Kim's Cash & Investment Report September 2021](#)

8.7 [23-0324](#)

Treasurer Holly Kim's Cash & Investment Report October 2022.

Attachments: [Treasurer Holly Kim's Cash & Investment Report October 2022](#)
[Treasurer Holly Kim's Cash & Investment Report October 2021](#)

PUBLIC WORKS & TRANSPORTATION

8.8 [23-0299](#)

Joint resolution authorizing a contract with McGinty Bros., Inc., Long Grove, Illinois, in the amount of \$82,933 for ecological restoration management of wetland and upland buffer areas requiring native landscape maintenance.

- There was a public call for bids, and a total of two bids were received, ranging from \$82,933 to \$148,906.81, and the lowest responsible bidder is McGinty Bros., Inc., Long Grove, Illinois, in the amount of \$82,933.
- This project is included in the Transportation Improvement Program, and designated as Section 23-00000-14-GM.

Attachments: [23-0299 Bid Tab, 2023 Native Landscape](#)
[23-0299 Vendor Disclosure, McGinty](#)

8.9 [23-0301](#)

Joint resolution appropriating \$1,522,600 of Motor Fuel Tax funds for ice control salt materials needed for the 2023-2024 winter season.

- The Lake County Division of Transportation (LCDOT) participated in the County's joint procurement process for the acquisition of ice control salt for the 2022-2023 winter season, with the option for a one-year extension.
- LCDOT's contract for salt, which was provided by Morton Salt, Chicago, Illinois, will be extended for the winter season of 2023-2024, and an appropriation of funds is required.
- This project is included in the Transportation Improvement Program, and designated as Section 24-00000-05-GM.

8.10 [23-0310](#)

Joint resolution authorizing a contract with Plead Energy, LLC of Rocky River, Ohio

in the amount of \$156,060 annually for dry bulk storage tank maintenance and repair services.

- The Des Plaines River Water Reclamation Facility dry bulk storage tanks require on-going maintenance and repair.
- The County received bids from two contractors for this work, ranging from \$156,060 to \$201,000. Plead Energy, LLC was determined to be the lowest responsive and responsible bidder who best meets the needs of the County in an estimated amount of \$156,060 annually. The contract has a two-year term period with the opportunity to extend for three one-year periods.
- This resolution authorizes and directs the County Purchasing Agent to execute a contract with Plead Energy, LLC in the amount of \$156,060 annually for dry bulk storage tanks maintenance and repair services.

Attachments: [23-0310 DPR WRF Dry Bulk Storage Tanks Bid Document Final](#)

[23-0310 DPR WRF Dry Bulk Storage Tanks Bid Tab](#)

[23-0310 DPR WRF Dry Bulk Storage Tanks Vendor Disclosure Statement](#)

8.11 [23-0303](#)

Joint resolution appropriating a supplemental amount of \$186,000 of ¼% Sales Tax for Transportation funds and approving Change Order Number Three in the amount of \$185,803 for additions to the Phase II engineering services contract for the intersection improvement of Wadsworth Road at Lewis Avenue.

- Wadsworth Road at Lewis Avenue will be improved by adding turn lanes, modifying the traffic signal and adding pedestrian accommodation, including a connection to the regional Robert McClory Bike Path.
- The County Board, at its October 11, 2016 meeting, approved an appropriation of \$600,000 of ¼% Sales Tax for Transportation funds and a consultant agreement with RS&H Inc., St. Charles, Illinois, at a cost of \$498,506.90.
- The County Board, at its May 11, 2021 meeting, approved a supplemental appropriation of \$110,000 of ¼% Sales Tax for Transportation funds along with the adjusted Phase II engineering contract in the amount of \$686,508.90.
- Including Change Order Number Three, the sum of all contract change orders to date is \$373,805, which represents a 75 percent increase over the original awarded contract amount.
- This project is included in the Transportation Improvement Program with target construction in 2024, and designated as Section 13-00055-06-WR.

Attachments: [23-0303 Wadsworth at Lewis Supplement No 3](#)

[23-0303 Vendor Disclosure, RS&H](#)

[23-0303 Location Map, Wadsworth Rd At Lewis Ave](#)

8.12 [23-0308](#)

Joint resolution authorizing an agreement with Civiltech Engineering, Inc., Itasca,

Illinois, to provide Phase II professional engineering services for new traffic signal installations at the intersections of Sunset Avenue at Northern Avenue in Waukegan, and Deerfield Parkway at Barclay Boulevard in Buffalo Grove, at a maximum cost of \$314,756.73 and appropriating \$380,000 of Matching Tax funds.

- The engineer will conduct a traffic signal warrant analysis to determine the scope of the improvements.
- Any traffic signal installations will also include ADA compliant curb ramps, pedestrian push buttons, sidewalk, and other related work.
- Lake County selects professional engineering firms in accordance with the Local Government Professional Services Selection Act, 50 ILCS 510/1 et. seq.
- The Lake County Division of Transportation's (LCDOT) Consultant Selection Process has been approved by the Federal Highway Administration and the Illinois Department of Transportation, and the firm selected for this project was selected in accordance with this approved process.
- The selected firm has a satisfactory past relationship with LCDOT.
- This project is included in the Transportation Improvement Program, and designated as Section 22-00999-92-EG.

Attachments: [23-0308 Consultant Agreement, Civiltech, Sunset Deerfield](#)

[23-0308 Vendor Disclosure, Civiltech](#)

[23-0308 Location Map, Sunset Ave & Deerfield Pkwy](#)

REGULAR AGENDA

LAW & JUDICIAL

8.13 [23-0329](#)

Joint resolution approving an intergovernmental agreement (IGA) for contractual police services by and among the Board of Control of the Lake County Tech Campus District Number 849 (Tech Campus), Lake County and the Lake County Sheriff's Office (LCSO) in the amount of \$340,329.86.

- The Tech Campus submitted a request to the LCSO to renew police services in the form of a police/school resource officer (SRO) at its Grayslake Campus.
- The main objectives in having an SRO are to develop a positive relationship between law enforcement and the students, effectively deal with juvenile offenses/issues and to protect students and the school from violations of the law.
- The term of this renewal agreement is for three years, beginning August 1, 2023, and ending July 31, 2026. The SRO is present on campus full-time during the regular school year. Lake County Tech Campus will reimburse 100 percent of the cost for the SRO position for all three years.
- The State's Attorney's Office and the Finance Department have reviewed this renewal contract.

Attachments: [2023 - 2025 IGA TECH Campus](#)

[NEW 2023-2025 Contract Rate Calculations SRO TECH Campus - FINAL](#)

8.14 [23-0330](#)

Resolution amending rates for the Lake County Sheriff Deputies working off duty "Special Detail" for private business, festival organizers, individuals, and government units which are not part of the normal watch function.

- The hourly rate charged to private businesses, festival organizers, individuals, and governmental units for special details has been \$70 per hour since December 1, 2019.
- The rates paid to employees performing duties while on special detail has been \$45.00 per hour since December 1, 2019.
- The Sheriff is requesting to increase the special detail rate charged to private business, festival organizers, individuals, and governmental units by a corresponding amount of \$90.00 per hour effective May 1, 2023, and increasing the rates paid to employees performing special detail duties to \$67.00 per hour.
- There has been a substantial increase in requests for special details; however, many requests for special details go unfilled due to the rates paid to employees performing these duties.
- All related costs, including administrative costs, will be recovered from the organization who contracted for the special detail service and any fines and forfeitures for any violations will be paid to the County.

Attachments: [2023 New Proposed Special Detail Rate - FINAL](#)

[FY23 Special Details Presentation](#)

[LCSO Special Detail Agreement](#)

PUBLIC WORKS & TRANSPORTATION

8.15 [23-0302](#)

Joint resolution authorizing a contract with Rausch Infrastructure, LLC, Des Plaines, Illinois, in the amount of \$1,695,915.56 for the replacement of the Stearns School Road at Mill Creek triple barrel culverts with a single span bridge structure, appropriating \$2,035,000 of County Option Motor Fuel Tax funds.

- There was a public call for bids, and a total of five bids were received, ranging from \$1,695,915.56 to \$2,270,410.53, and the lowest responsible bidder is Rausch Infrastructure, LLC, Des Plaines, Illinois, in the amount of \$1,695,915.56.
- This improvement is included in the Transportation Improvement Program with construction in 2023, and designated as Section 20-00235-02-BR.

Attachments: [23-0302 Bid Tab, Stearns School Road](#)

[23-0302 Justification of Bid, Stearns School Road](#)

[23-0302 Vendor Disclosure, Rausch Infrastructure](#)

[23-0302 Location Map, Stearns School Rd](#)

8.16 [23-0304](#)

Joint resolution authorizing a contract with Payne & Dolan, Inc., Antioch, Illinois, in the amount of \$4,556,954.58 for the intersection improvement of Wadsworth Road and Kilbourne Road, the resurfacing of Kilbourne Road, from Wadsworth Road to Illinois Route 173, and appropriating \$5,470,000 of County Option Motor Fuel Tax funds.

- The intersection improvement includes providing left and right turn lanes on Kilbourne Road, converting the existing bypass lane to a left turn lane on Wadsworth Road, and filling a sidewalk gap along Wadsworth Road, from Cashmore Road to east of Kilbourne Road.
- There was a public call for bids, and a total of three bids were received, ranging from \$4,556,954.58 to \$4,716,967.90, and the lowest responsible bidder is Payne & Dolan, Inc., Antioch, Illinois, in the amount of \$4,556,954.58.
- This improvement is included in the Transportation Improvement Program with construction starting in 2023, and designated as Section 17-00033-17-CH.

Attachments: [23-0304 Bid Tab, Wadsworth at Kilbourne](#)

[23-0304 Vendor Disclosure, Payne and Dolan](#)

[23-0304 Location Map, Wadsworth Rd at Kilbourne Rd](#)

8.17 [23-0305](#)

Joint resolution authorizing an agreement with HDR Engineering, Inc., Rosemont, Illinois, for Phase I professional engineering services for improvements along Fairfield Road, from Illinois Route 134 to Gilmer Road, at a maximum cost of \$2,549,227 and appropriating \$3,060,000 of the County Option Motor Fuel Tax funds.

- Fairfield Road, from Route 134 to Gilmer Road, will be evaluated for potential roadway, intersection, and non-motorized improvements.
- Lake County selects professional engineering firms in accordance with the Local Government Professional Services Selection Act, 50 ILCS 510/1 et. seq.
- The Lake County Division of Transportation's (LCDOT) Consultant Selection Process has been approved by the Federal Highway Administration and the Illinois Department of Transportation, and the firm selected for this project was selected in accordance with this approved process.
- LCDOT received and evaluated Statements of Interest and Qualifications from 13 professional firms, of which three were short-listed and presented to a consultant selection committee.
- This project is included in the Transportation Improvement Program, and designated as Section 22-00999-85-ES.

Attachments: [23-0305 Consultant Agreement, HDR Engrg., Fairfield Road](#)

[23-0305 Vendor Disclosure, HDR Engrg.](#)

[23-0305 Location Map, Fairfield Road](#)

8.18 [23-0306](#)

Joint resolution authorizing an agreement with Christopher B. Burke Engineering, Rosemont, Illinois, for professional engineering services to evaluate the feasibility of grade separating Peterson Road and Monaville Road at the Canadian National Railroad, including improvements to Peterson Road, from US Route 45 to Butterfield Road, at a maximum cost of \$1,123,215 and appropriating \$1,350,000 of County Option Motor Fuel Tax funds.

- Lake County selects professional engineering firms in accordance with the Local Government Professional Services Selection Act, 50 ILCS 510/1 et. seq.
- The Lake County Division of Transportation's (LCDOT) Consultant Selection Process has been approved by the Federal Highway Administration and the Illinois Department of Transportation, and the firm selected for this project was selected in accordance with this approved process.
- LCDOT received and evaluated Statements of Interest and Qualifications from 10 professional firms, of which four were short-listed and presented to a consultant selection committee.
- This project is included in the Transportation Improvement Program, and designated as Section 22-00999-86-ES.

Attachments: [23-0306 Consultant Agreement, CBBEL, CN Railroad](#)

[23-0306 Vendor Disclosure, CBBEL](#)

[23-0306 Location Map, Monaville Rd & Peterson Rd](#)

FINANCIAL & ADMINISTRATIVE

Facilities and Construction Services

8.19 [23-0094](#)

Director's Report - Facilities and Construction Services.

- Regional Operations and Communications Facility Update.

Human Resources

8.20 [23-0096](#)

Director's Report - Human Resources.

Enterprise Information Technology

8.21 [23-0381](#)

Discussion on Draft Cyber Security Awareness Training Policy.

Attachments: [5.2 Cyber Security Awareness Training Policy DRAFT 2.9.23](#)

8.22 [23-0097](#)

Director's Report - Enterprise Information Technology.

Finance

8.23 [23-0098](#)

Director's Report - Finance.

9. **County Administrator's Report**

10. **Executive Session**

10.1 [23-0100](#)

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

10.2 [23-0075](#)

Executive session to discuss a personnel matter pursuant to 5 ILCS 120/2 (c)(1).

10.3 [23-0069](#)

Executive Session to discuss collective bargaining pursuant to 5 ILCS 120/2 (c)(2).

10.4 [23-0101](#)

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

10.4A [23-0348](#)

Committee Action approving the Financial and Administrative Executive Session minutes from February 2, 2023.

10.4B [23-0349](#)

Committee Action approving the Financial and Administrative Executive Session minutes from February 9, 2023.

11. **Members' Remarks**

12. **Adjournment**

Next Meeting: March 9, 2023