

# Lake County Illinois

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



## Meeting Minutes - Final

Thursday, May 9, 2024

9:30 AM

Assembly Room, 10th Floor or register for remote attendance at  
<https://bit.ly/4aS0LDJ>

**Financial & Administrative Committee**

**1. Call to Order**

*Chair Frank called the meeting to order at 9:37 a.m.*

**2. Pledge of Allegiance**

*Chair Frank led the Pledge of Allegiance.*

**3. Roll Call of Members**

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

**Absent** 1 - Member Danforth

*\* Member Kyle joined the meeting at 9:40 a.m.*

*\* Member Pedersen joined the meeting at 9:50 a.m.*

*Other Present:*

*In Person:*

*Carissa Casbon, Board Member*

*Patrice Sutton, County Administrator's Office*

*Eric Waggoner, Planning, Building and Development*

*Bailey Wyatt, Communications*

*Keith Kaiser, Sheriff's Office*

*Jim Chamernik, Sheriff's Office*

*Richard Clouse, Sheriff's Office*

*Chris Blanding, Enterprise Information Technology*

*Eric Waggoner, Planning, Building, and Development*

*Melissa Gallagher, Finance*

*Carl Kirar, Facilities and Construction Services*

*RuthAnne Hall, County Administrator's Office*

*Darcy Adcock, Human Resources*

*Matt Meyers, County Administrator's Office*

*Jim Hawkins, County Administrator's Office*

*Kristy Cechini, County Board Office*

*Electronically:*

*Sandy Hart, County Board Chair*

*Theresa Glatzhofer, County Board Office*

*Jolanda Dinkins, County Board Office*

*Janna Philipp, County Administrator's Office*

*Taylor Gendel, Planning, Building, and Development*

*Jo Gravitter, State's Attorney's Office*

*Angela Cooper, 19th Judicial Circuit*

*Shane Schneider, Division of Transportation*

*Demar Harris, Workforce Development*

*Ruby Bahena, Finance*  
*Kevin Kerrigan, Division of Transportation*  
*Mary Crain, Division of Transportation*  
*Nick Principali, Finance*  
*Claudia Gilhooley, 19th Judicial Circuit Court*  
*Irshad Khan, Facilities and Construction Services*  
*Ryan Legare, Department of Transportation*  
*ShaTin Gibbs, Finance*  
*Nick Kalfas, Sheriff's Office*  
*Krista Kennedy, Finance*  
*Terri Kath, Enterprise Information Technology*  
*Jonathan Joy, Facilities and Construction Services*  
*Melanie Nelson, State's Attorney's Office*  
*Abby Krakow, Communications*  
*Michael Wheeler, Finance*  
*Adalicia Lopez, Sheriff's Office*  
*Sonia Hernandez, County Administrator's Office*  
*Errol Lagman, Finance*  
*JazMine' Evans, Finance*  
*Katie Ladis, Sheriff's Office*  
*Nicole Rogers, Finance*  
*Karen Fox, State's Attorney's Office*  
*Ashley Rack, Sheriff's Office*  
*Erika Osinski, Human Resources*  
*Yvette Albarran, Purchasing*  
*Tiffany Becker, Facilities and Construction Services*  
*Stephen Gray, Treasurer's Office*  
*Patrice Evans, Enterprise Information Technology*

**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**

*There were no remarks from the Chair.*

**7. Unfinished Business**

*There was no unfinished business to discuss.*

**8. New Business**

**CONSENT AGENDA (Items 8.1 - 8.6)**

**\*LAW & JUDICIAL\***

8.1 [24-0491](#)

Joint resolution authorizing the acceptance and execution of a Greater Illinois - Reimagine Public Safety Act (GI-RSPA) grant budget modification awarded to the Lake County State's Attorney's Office through the Illinois Department of Human Services (DHS) Bureau of Violence Prevention Services (VPS) to help reduce violence by providing emotional or trauma-related therapies, and through assistance with housing, employment, job training/placement, family engagement, and wrap-around support services; and approving the emergency appropriation for an additional \$24,983.

**Attachments:** [Budget Summary FY24 GI-RVPS add'l amt of \\$24,983 4.2024](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Parekh, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 4 - Member Clark, Chair Frank, Member Parekh and Vice Chair Vealitzek

**Absent:** 1 - Member Danforth

**Not Present:** 2 - Member Kyle and Member Pedersen

8.2 [24-0596](#)

Joint resolution authorizing an agreement with Journal Technologies, Inc., of Los Angeles, California for six interfaces between the Tyler 9-1-1 Enterprise Public Safety System and Journal's Integrated Case Management System for the 19th Judicial Circuit Court and the Lake County Circuit Clerk Office in the amount not to exceed \$120,000 and a line-item transfer from General Operating Expense (GOE).

**Attachments:** [Bid Exemption Request 5.1.2024](#)  
[Sheriff's Office Interfaces SOW JTI Signed.](#)  
[vendor disclosure statement v6 FINAL](#)  
[Email - JTI confirmation of quote](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Parekh, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried**

**Aye:** 4 - Member Clark, Chair Frank, Member Parekh and Vice Chair Vealitzek

**Absent:** 1 - Member Danforth

**Not Present:** 2 - Member Kyle and Member Pedersen

8.3 [24-0496](#)

Joint resolution authorizing an amendment for a five-month extension for the Victim of Crime Act (VOCA) grant which will provide interim funding for our Highland Park victim assistance program.

**As part of a single motion for the entire Consent Agenda, a motion was made by**

**Member Parekh, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 4 - Member Clark, Chair Frank, Member Parekh and Vice Chair Vealitzek

**Absent:** 1 - Member Danforth

**Not Present:** 2 - Member Kyle and Member Pedersen

**8.4 [24-0577](#)**

Joint resolution accepting Supreme Court of Illinois Court Technology Modernization Program Funding Agreement and approving an emergency appropriation in the amount of \$153,006.57.

**Attachments:** [Court Auto Signed Contract.pdf](#)

[LIT Template - County Board JE Tech Modernization May 2024.xlsx](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Parekh, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 4 - Member Clark, Chair Frank, Member Parekh and Vice Chair Vealitzek

**Absent:** 1 - Member Danforth

**Not Present:** 2 - Member Kyle and Member Pedersen

**8.5 [24-0579](#)**

Joint resolution authorizing an agreement with AdGators.com, LLC, of Springfield, Illinois for purchase of a self-service kiosk for the 19th Judicial Circuit Court of Lake County and ratifying the purchase of a self-service kiosk for the 19th Judicial Circuit Court of Lake County in the amount of \$52,890.

**Attachments:** [Proposal A 19th Judicial Circuit Lake County IL Kiosk -signed](#)

[Proposal B 19th Judicial Circuit Lake County IL Kiosk](#)

[Ad Gators Sole Source 5.1.2024](#)

[LakeCountyIL VendorDisclosureStatement](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Parekh, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 4 - Member Clark, Chair Frank, Member Parekh and Vice Chair Vealitzek

**Absent:** 1 - Member Danforth

**Not Present:** 2 - Member Kyle and Member Pedersen

**8.6 [24-0590](#)**

Joint resolution authorizing the acceptance and execution of the John D. and Catherine T. MacArthur Foundation grant to the Lake County State's Attorney's Office to support Lake County's participation in the Safety and Justice Challenge, the Foundation's criminal justice reform initiative to reduce over-incarceration by changing the way America thinks about and uses jails, including an emergency appropriation of \$700,000 in Foundation grant funds.

**Attachments:** [LIT MacArthur Grant SAO](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Member Parekh, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 4 - Member Clark, Chair Frank, Member Parekh and Vice Chair Vealitzek

**Absent:** 1 - Member Danforth

**Not Present:** 2 - Member Kyle and Member Pedersen

### **REGULAR AGENDA**

#### **\*LAW & JUDICIAL\***

**8.7 [24-0558](#)**

Joint resolution approving an intergovernmental agreement (IGA) for renewed contractual police services between the Lake County Sheriff's Office (LCSO) and the Village of Volo (Volo) from May 1, 2024, to April 30, 2027, in the amount of \$2,288,407.04.

**Attachments:** [2024-2026 IGA Village of Volo Contract Rate Calculations](#)  
[IGA Village of Volo Renewal Contract 2024-2026](#)

*Jim Chamernik, Business Manager, Sheriff's Office, and Lieutenant Keith Kaiser, provided a summary of the renewal contract with the Village of Volo for police services. Discussion ensued.*

*Member Kyle joined the meeting at 9:40 a.m.*

*Member Pedersen joined the meeting at 9:50 a.m.*

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

**Absent:** 1 - Member Danforth

**8.8 [24-0559](#)**

Joint resolution authorizing a line-item transfer within the Sheriff's Office budget for the temporary housing of inmates in McHenry County in the amount of \$1,345,086. from various expense Sheriff Office's accounts.

**Attachments:** [FY2024 LCSO Line Item Transfer List May 2024 - LIT McHenry](#)

*Jim Chamernik, Business Manager, Sheriff's Office, and Chief Richard Clouse, provided an overview of the line item transfer for the temporary housing of inmates in McHenry County. Discussion ensued.*

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

**Absent:** 1 - Member Danforth

**\*PLANNING, BUILDING, ZONING & ENVIRONMENT\***

**8.9 [24-0598](#)**

Joint resolution recommending adoption of a Bird Friendly Building Design (BFBD) Policy for Lake County Owned Buildings.

**Attachments:** [Bird Friendly Building Design \(BFBD\) Policy FINAL as APPROVED on 5-1-  
Lake County Facilities BFBD Policy FBA 5.14.24](#)

*Eric Waggoner, Planning, Building, and Development Director, and Carl Kirar, Facilities and Construction Director, provided a summary of the policy for bird friendly building design for Lake County owned buildings.*

**A motion was made by Vice Chair Vealitzek, seconded by Chair Frank, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

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

**Absent:** 1 - Member Danforth

**\*FINANCIAL & ADMINISTRATIVE\***

**Facilities and Construction Services**

**8.10 [24-0576](#)**

Resolution approving an agreement with Landscape Forms, Kalamazoo, Michigan for the purchase of furniture for the Lincoln Plaza in the amount of \$52,620.73.

**Attachments:** [Quotation  
vendor disclosure statement](#)

*Carl Kirar, Facilities and Construction Director, provided an overview of the purchase of*

*furniture for the Lincoln Plaza. Discussion ensued.*

**A motion was made by Member Parekh, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

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

**Absent:** 1 - Member Danforth

**8.11 [24-0582](#)**

Resolution authorizing execution of a contract with Joseph J. Henderson & Son, Inc. of Gurnee, Illinois in the amount of \$2,608,000 for the Fuel Island Replacement Project.

**Attachments:** [24280 Final Front End Bid Document](#)  
[24280 Bid Tab](#)  
[Vendor Disclosure Form](#)

*Carl Kirar, Facility and Construction Director, provided an overview of the new fuel tank replacement project at the Libertyville campus. 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, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

**Absent:** 1 - Member Danforth

**Enterprise Information Technology**

**8.12 [24-0580](#)**

Resolution authorizing a contract renewal with CDW-G of Vernon Hills, Illinois, in the amount of \$665,740.80 for VMware virtualization software and support for three-years.

**Attachments:** [24-0580 QUO.pdf](#)  
[24-0580 VDS.pdf](#)

*Chris Blanding, Chief Informational Officer, summarized the three year contract for VMware virtualization software. Discussion ensued.*

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

**Absent:** 1 - Member Danforth

**8.13 [24-0585](#)**

Resolution authorizing an agreement with Logicalis of Downers Grove, Illinois, in the



total amount of \$456,180 for technology infrastructure for the Regional Operations and Communications (ROC) Facility.

**Attachments:** [24-0585 VDS.pdf](#)  
[24-0585 Hardware, Support and Licenses QUO.pdf](#)  
[24-0585 Pro Srvs QUO.pdf](#)

*Chris Blanding, Chief Informational Officer, summarized the contract for the technology infrastructure for the Regional Operations and Communications (ROC) Facility. 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, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

**Absent:** 1 - Member Danforth

## Finance

### 8.14 [24-0584](#)

Resolution authorizing a line-item transfer for maintenance and project management for the Lake County Sheriff's Office's shared, integrated public safety Records Management System (RMS), Jail Management System (JMS), E-Citation, and E-Crash Software in the amount of \$225,000 from the General Operating Expense funds.

**Attachments:** [24-0584 LIT](#)

*Melissa Gallagher, Interim Chief Financial Officer, and Jim Hawkins, Deputy County Administrator, provided an overview of the line-item transfer for the remaining residual costs of the integrated public safety Records Management System, Jail Management System, E-Citation, and E-Crash Software. Discussion ensued.*

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

**Absent:** 1 - Member Danforth

### 8.15 [24-0561](#)

Finance Monthly Report - March 2024.

**Attachments:** [Monthly Financial Report March 2024.pdf](#)

*Melissa Gallagher, Interim Chief Financial Officer, provided a summary of the March monthly finance report. Discussion ensued.*

## 9. County Administrator's Report

## 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 voice vote:**

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

**Absent:** 1 - Member Danforth

### 10.1 [24-0581](#)

Executive session pursuant to 5 ILCS 120/2(c)(8) to discuss security procedures and the use of personnel and equipment to respond to an actual, threatened, or a reasonably potential danger to the safety of employees, staff, the public, or public property.

### 10.1 [24-0583](#)

A

Resolution authorizing a contract with SHI of Somerset, New Jersey, in the amount of \$245,860 for security software.

**Attachments:** [24-0583 VDS Redacted.pdf](#)  
[24-0583 SOW Redacted.pdf](#)

*Action was taken outside of Executive Session.*

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

**Absent:** 1 - Member Danforth

### 10.2 [24-0009](#)

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

### 10.2 [24-0610](#)

A

Committee action authorizing the Stormwater Management Commission to offer a salary above the position grade midpoint for position #42025.

*Action was taken outside of Executive Session.*

**A motion was made by Member Parekh, seconded by Vice Chair Vealitzek, that this committee action item be approved. The motion carried by the following voice vote.**

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

**Absent:** 1 - Member Danforth

## 11. Member Remarks and Requests

*There were no Member remarks or requests.*

**12. Adjournment**

*Chair Frank declared the meeting adjourned at 10:57 a.m.*

**Next Meeting: May 30, 2024**

*Meeting minutes prepared by Kristy Cechini.*