

Lake County Illinois

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



Agenda Report - Final

Thursday, November 3, 2022

8:30 AM

Assembly Room, 10th Floor or register to virtually attend at
<https://bit.ly/3smQhrh>

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 / virtual attendance through registration at the link on the front page of this agenda.

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 in attendance on the 10th Floor, (2) Public Comment by individuals who registered via the link on the front page of the agenda and are attending remotely / virtually, and then (3) written comments.

Individuals providing Public Comment will provide the following information:

- * Meeting: Financial & Administrative Committee (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> * * *

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 - 8.18)

REPORTS

8.1 [22-1620](#)

Report from Robin M. O'Connor, County Clerk, for the month of September, 2022.

Attachments: [LCC Report for September 2022](#)

8.2 [22-1637](#)

Monthly Financial Report - September 2022.

Attachments: [Monthly Financial Report - September 2022](#)

LAW & JUDICIAL

8.3 [22-1592](#)

Joint resolution approving intergovernmental agreements (IGAs) for the collaborative use of the Lake County Law Enforcement Records Management System among Fox Lake, Kildeer, Round Lake, Lake County, and the Lake County Sheriff's Office (LCSO).

- As part of the Regional 9-1-1 Consolidation Project, a Consortium of 21 public safety entities agreed to seek a county-wide, enterprise public safety software suite for dispatch, records, jail management, and reporting.
- The Lake County Sheriff, through the County, contracted with Tyler Technologies to license and support the Law Enforcement Records Management System (RMS) as part of the county-wide public safety software suite.
- The Sheriff-Tyler contract includes a site license "for the licensed Records, Field Reporting, Corrections and Brazos software for any agency in the geographic confines of Lake County." The attached Agreements are only for the Records and Field Reporting components of the Sheriff-Tyler contract.
- The municipalities of Fox Lake, Kildeer and Round Lake are located within the geographic confines of Lake County, seek to partner with the Sheriff in using the

Tyler RMS, and agree to pay a proportionate cost for the ongoing maintenance of the system.

- The Lake County State's Attorney's Office has reviewed the IGAs.

Attachments: [Fox Lake IGA RMS](#)

[Kildeer RMS IGA](#)

[Round Lake IGA RMS](#)

8.4 [22-1593](#)

Joint resolution approving intergovernmental agreements (IGAs) for the collaborative use of the Lake County Law Enforcement E-Citation and E-Crash System, commonly known as Brazos, among Fox Lake, Kildeer, Round Lake, Lake County, and the Lake County Sheriff's Office (LCSO).

As part of the Regional 9-1-1 Consolidation Project, a Consortium of 21 public safety entities agreed to seek a county-wide, enterprise public safety software suite for dispatch, records, jail management, and reporting.

- The Lake County Sheriff, through the County, contracted with Tyler Technologies to license and support the E-Citation and E-Crash system, commonly known as Brazos, as part of the county-wide public safety software suite.
- The Sheriff-Tyler contract includes a site license "for the licensed Records, Field Reporting, Corrections and Brazos software for any agency in the geographic confines of Lake County." The attached Agreements are only for the E-Citation and E-Crash (Brazos) components of the Sheriff-Tyler contract.
- The municipalities of Fox Lake, Kildeer and Round Lake are located within the geographic confines of Lake County, seek to partner with the Sheriff in using the Tyler Brazos, and agree to pay a proportionate cost for the ongoing maintenance of the system.
- The Lake County State's Attorney's Office has reviewed the IGAs.

Attachments: [Fox Lake IGA Brazos](#)

[Kildeer Brazos IGA](#)

[Round Lake IGA Brazos](#)

HEALTH & COMMUNITY SERVICES

8.5 [22-1610](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation and Opportunity Action (WIOA) Dislocated Worker Grant modification and authorizing an emergency appropriation in the amount of \$158,190.19.

- The Workforce Innovation and Opportunity Action (WIOA) Dislocated Worker Grant modification increases the grant by \$158,190.19 for a total grant award of \$456,201.19.
- The grant funds employment and training activities for an additional twelve

individuals who were dislocated from employment due to the impacts of COVID.

- The grant period is July 1, 2020 through June 30, 2023.

8.6 [22-1609](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation and Opportunity Act (WIOA) Quality Jobs, Equity, Strategy, and Training (QUEST) Dislocated Worker grant; and approving an emergency appropriation in the amount of \$703,450.

- The WIOA QUEST grant is designed to enhance the public workforce system's ongoing effort to empower America's unemployed and underemployed workers through worker and business engagement, elevate equity and connect job seekers with high-quality jobs.
- The WIOA QUEST grant of \$703,450 will be used for expenses associated with training, work experiences, support services, and payment processing.
- A vacant case manager position will be funded with this grant to provide case management to the displaced workers eligible for grant services.
- The grant period is October 1, 2022 through September 30, 2024.

8.7 [22-1602](#)

Joint resolution accepting the Illinois Department of Public Health and authorizing an emergency appropriation in the amount of \$6,723 for the Tobacco Free Communities grant.

- The \$6,723 Illinois Department of Public Health grant will be used to fund website design and printing materials.
- The \$6,723 in additional contract funding has not been previously appropriated because the contract resources were secured after the County's adoption of the Fiscal Year 2022 budget.
- The contract award will be for the period July 1, 2022, through June 30, 2023.

Attachments: [BOH-PRE-TFC](#)

8.8 [22-1604](#)

Joint resolution accepting the Illinois Environmental Protection Agency contract and authorizing an emergency appropriation in the amount of \$15,730 for the Solid Waste Enforcement contract.

- The \$15,730 Illinois Environmental Protection Agency contract will be used to offset existing staff salary and fringe benefits.
- The \$15,730 in additional contract funding has not been previously appropriated because the contract resources were secured after the County's adoption of the Fiscal Year 2022 budget.
- The contract award will be for the period July 1, 2022, through June 30, 2023.

Attachments: [BOH-EH-SWEC](#)

8.9 [22-1605](#)

Joint resolution accepting the Illinois Department of Public Health and authorizing an

emergency appropriation in the amount of \$150,000 for the Disease Intervention Specialists Workforce Development Support grant.

- The \$150,000 Illinois Department of Public Health grant will be used to fund a new Community Health Specialist and Program Assistant, computer equipment, supplies, and indirect expenses.
- The \$150,000 in additional contract funding has not been previously appropriated because the contract resources were secured after the County's adoption of the Fiscal Year 2022 budget.
- The contract award will be for the period July 1, 2022, through December 31, 2023.
- If the program funding is reduced or eliminated, the program and positions would be eliminated.

Attachments: [Emergency Appropriation - DIS Workforce](#)

8.10 [22-1606](#)

Joint resolution accepting the Heluna Health/ARISE grant and authorizing an emergency appropriation in the amount of \$35,000 for the Activating Relationships in Illinois for Systemic Equity grant.

- The \$35,000 Heluna Health/ARISE grant will be used to offset existing salary and fringe benefits.
- The \$35,000 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year 2022 budget.
- The grant award will be for the period July 19, 2022, through May 19, 2023.

Attachments: [Emergency Appropriation - ARISE](#)

8.11 [22-1607](#)

Ordinance amendment for the Lake County Health Department Environmental Health Fees Schedule (as authorized in Lake County Code of Ordinances Chapter 178).

- Proposed revisions to the Environmental Health Fees Schedule clarify requirements, add fees for farmers' market sales permits (as recently implemented by State statute), add a fee for cottage food operation registrations (as required by State Statute), add a fee category for high risk (category 1) temporary food service multiple event permits, and support fee and procedural changes to temporary food service permits, including additions, changes and clarification of late fees. Specifically, the proposed revisions are as follows:
- Language is added to specify that fees established or controlled by Illinois statute or other authorized agencies are not subject to annual adjustment by the Lake County Consumer Price Index.
- Terminology for single and multiple temporary food service event permits is made consistent throughout; other terms are amended for clarity.
- Fees for Farmers' Market Sales Permits (egg sales and full sales) are added, as recently established by Illinois statute.
- A fee for a high risk (category 1) Temporary Foodservice Multiple Event Permit

(Food Trucks Only) is added.

- Language is added to clarify that Temporary Multiple Event Permits are valid for 6 months.
- The timeframe when a late fee is due for a temporary food service event permit is shortened from seven days to three days; the late fee is increased from \$37 to \$50.
- A late fee of \$200 is added and may be charged for temporary food service permit applications made the same day of the event.
- A fee is added for the registration of a Cottage Food Operation of \$50, per Illinois statute.

Attachments: [Proposed Changes to Fees Schedule re Farmers Market Permits](#)

8.12 [22-1608](#)

Ordinance amendment for Chapter 173 of the Lake County Code of Ordinances, Food Service Regulations.

- Significant revisions to Chapter 173 include incorporating provisions for farmers' market sales permits (as recently implemented by State statute) and changes to expand and clarify requirements for temporary food service permits in regard to acceptance of applications and suspension of permits. Specifically, the proposed revisions are as follows:
- For consistency, in 3 sections the word "service" is added to the term "food facility."
- Section 173.03, Definitions:
 - In subsection (5), the definition of a Farmers' Market Sales Permit is added, as recently established by statute.
 - The definition of NRI (Next Routine Inspection) is added, a designation used on food service facility inspection reports.
 - Provisions for Farmers' Market Sales Permits are added to the definition of a Temporary Food Service Facility.
- Section 173.03(3) is added to indicate that farmers' market sales permits are valid for one year.
- Section 173.04(B)(1)(b) removes language that states that a permit suspension is sustained if a request for a hearing is not filed within 10 days.
- Section 173.04(C) clarifies that temporary food service facility permits are valid for time frames as specified by permit type and as issued, and 173.04(C)(1) adds provisions for the suspension of temporary food service permits and the resumption of operations.

Attachments: [Proposed Changes to Chapter 173 re Farmers Market Permits](#)

PUBLIC WORKS, PLANNING & TRANSPORTATION

8.13 [22-1600](#)

Joint committee action approving Change Order Number One with Chicagoland Trenchless Rehabilitation Inc. of Niles, Illinois for unforeseen sewer conditions resulting in a cost increase.

- On June 14, 2022, the Lake County Board authorized a contract with Chicagoland Trenchless Rehabilitation Inc. to install the water main quality sewer liner in the Park West Townhome Subdivision as a condition of the permit issued by the Illinois Environmental Protection Agency (IEPA).
- Change Order Number One is a result of storm sewers that were submerged in floodwater, requiring dewatering, additional joints that were found, requiring spot lining over the joints, and a sewer pipe diameter that was found to be larger than anticipated. Responding to the identified conditions requires a price adjustment with an increased cost of \$36,100 for the project.
- In accordance with Article 8, section 101(2) of the Lake County Purchasing Ordinance, the change order was not reasonably foreseeable at the time the contract was signed.
- Change Order Number One accounts for dewatering the sewer pipes, installing additional liners for the joints, and price adjustment for the larger size of the sewer pipe, resulting in an increased cost of \$36,100 from \$109,999 to \$146,099 for the project.

Attachments: [22-1600 Park West Sewer Lining Proposals](#)

[22-1600 park West Vendor Disclosure](#)

[22-1600 Park West Location Map](#)

8.14 **22-1601**

Joint resolution authorizing execution of a contract with Burns & McDonnell Engineering Company, Inc. of Kansas City, Missouri, in the amount of \$100,644 for services associated with the Sewer, Water Rate, and Connection Fee Study.

- The County provides retail sewer and water services to approximately 33,000 customers and wholesale sewer service to 18 municipalities throughout Lake County.
- The purpose of the rate study is to analyze enterprise revenues from retail, wholesale, user fees, and connection fees to assure the County is maintaining and generating sufficient funds for operations, maintenance, debt service, and re-capitalization of assets.
- The last rate and connection fee analysis was completed in 2019.
- Lake County procured services from Burns & McDonnell Engineering Company, Inc., in accordance with the Purchasing Ordinance and the Local Government Professional Services Selection Act.
- This resolution authorizes and directs the County Purchasing Agent to execute an Agreement for Professional Services with Burns & McDonnell Engineering Company, Inc. of Kansas City, Missouri, in the amount of \$100,644 for this work.

Attachments: [22-1601 Rate Study Scoring Matrix - CB Approval](#)

[22-1601 Rate Study Final Agreement BMCD signed](#)

[22-1601 Rate Study RFP Final 8.17.22](#)

[22-1601 Rate Study Vendor Disclosure Form](#)

8.15 [22-1595](#)

Joint resolution authorizing an emergency appropriation in the amount of \$1,724,566.80 for the Sylvan Lake Dam Modification Project by the Stormwater Management Commission (SMC) funded by the Federal Emergency Management Agency (FEMA) Fiscal Year (FY) 2022 Legislative Pre-Disaster Mitigation (LPDM) program through the Illinois Emergency Management Agency (IEMA).

- SMC has entered into an agreement with the IEMA for a grant (LPDM-PJ-05-IL-2022-003) to develop and implement the Sylvan Lake Dam Modification Project in unincorporated Mundelein, in Fremont Township.
- The amount of the grant agreement is \$1,724,566.80 of which \$1,293,424.80 is federal contributions and \$431,142 is the required non-federal contributions.
- The improvements at the Sylvan Lake Dam include relocation of the sanitary sewer along North Highland Drive and reconstruction of the Sylvan Lake Dam and appurtenances.
- Emergency appropriations are needed for the project cost of \$1,724,566.80 which is not included in the current fiscal year budget. SMC will use funding for project expenditures which will be reimbursed by the IEMA.

Attachments: [FLCSWMC_Sylvan Lake- LPDM - 2022 - Grant Agreement 10-22-2022-Lake County 2022 Capital Priorities Stormwater](#)

8.16 [22-1598](#)

Joint resolution authorizing an emergency appropriation in the amount of \$1,008,844.66 for the Zion Stormwater Management Project by the Stormwater Management Commission (SMC) funded by the Federal Emergency Management Agency (FEMA) Fiscal Year (FY) 2022 Legislative Pre-Disaster Mitigation (LPDM) program through the Illinois Emergency Management Agency (IEMA).

- SMC has entered into an agreement with the IEMA for a grant (LPDM-PJ-05-IL-2022-005) to develop and implement the Zion Stormwater Management Project in Zion.
- The amount of the grant agreement is \$1,008,844.66 of which \$720,435 is federal contributions and \$288,409.66 is the required non-federal contributions.
- The improvements at 26th Street include excavating stormwater basin and stream bank stabilization to create flood storage, and at the Shiloh Senior Center, the construction of a floodwall and berm, installation of storm drain, pump station, and rain garden for flood damage protection in Zion.
- Emergency appropriations are needed for the project cost of \$1,008,844.66 which is not included in the current fiscal year budget. SMC will use funding for project expenditures which will be reimbursed by the IEMA.

Attachments: [LSCWMC_Zion LPDM - 2022 - Grant Agreement 10-22-2022-Updated to](#)

FINANCE

8.17 [22-1594](#)

Resolution authorizing emergency appropriations for Fiscal Year (FY) 2023 in various funds for certain projects, items, and activities budgeted in the prior year and not completed.

- Since all unused appropriations lapse at the end of each fiscal year, it is necessary to “carry over” unspent budget authority from one fiscal year to the next under certain conditions as defined in the County’s Budget Policies.
- These carryover requests include contracts which were unable to be completed in FY 2022 and uncompleted or ongoing projects that will not be complete until FY 2023.
- These items must be authorized through what is termed an “emergency appropriation” in order to transfer the budget authority that was previously granted in FY 2022 to FY 2023. The detailed accounts are included in the attachment.

Attachments: [Nov-22 Carryovers - FINAL](#)

8.18 [22-1613](#)

Resolution authorizing line-item transfers between various funds for the purpose of transferring previously approved funds in Fiscal Year (FY) 2022.

- Line-item transfers in various funds between line-items in FY 2022 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: [Nov-22 LITs - FINAL](#)

REGULAR AGENDA

LAW & JUDICIAL

8.19 [22-1590](#)

Joint resolution approving an intergovernmental agreement (IGA) for contractual police services by and among the Village of Beach Park (Beach Park), Lake County and the Lake County Sheriff’s Office (LCSO) from January 1, 2023, to December 31, 2025 in the amount of \$2,148,047.04.

- Beach Park and LCSO has agreed to renew the police services contract for a three-year period from January 1, 2023, through December 31, 2025.
- LCSO has provided police services to Beach Park for 21 years
- The contract includes a continuation of the current services which include two 8.5 -hour shifts per day, from 6:30 a.m. to 11:00 p.m.
- The State’s Attorney’s Office has reviewed this renewal contract.

- Beach Park will reimburse the cost of the two (2) contract deputy positions for all three years.

Attachments: [2023- 2025 IGA Village of Beach Park Final](#)

[2023-2025 IGA Village of Beach Park Contract Rate Calculations - FINAL](#)

8.20 [22-1591](#)

Joint resolution approving an intergovernmental agreement (IGA) for contractual police services by and among the Villages of Lake Barrington and North Barrington, Lake County and the Lake County Sheriff's Office (LCSO) from January 1, 2023 to December 31, 2025 in the amount of \$3,224,864.67.

- The Villages of Lake Barrington and North Barrington have agreed to renew the police services contract for a three-year period from January 1, 2023, to December 31, 2025.
- Based on previous calls for service, the Village of Lake Barrington pays 68 percent of the total monthly cost, and the Village of North Barrington pays 32 percent of the total monthly cost.
- The contract continues the 24-hour one car per shift services, seven days per week, every day of the year.
- This renewal contract maintains three deputies per day working eight and one-half personnel hours per shift which allow for overlap of services to facilitate shift changes.
- The State's Attorney's Office has reviewed this renewal contract.
- The Villages of Lake Barrington and North Barrington will reimburse the cost of the three contract deputy positions for all three years.

Attachments: [2023- 2025 IGA Village of North and Lake Barrington Final](#)

[2023-2025 IGA Village of North and Lake Barrington Contract Rate Calcu](#)

8.21 [22-1586](#)

State's Attorney's Office (SAO) the Bureau of Justice Assistance (BJA), Office of Justice Programs (OJP), Community Based Violence Intervention and Prevention Initiative 2022 Grant.

- This Community Based Violence Intervention and Prevention Initiative grant will provide funding for the SAO Gun Violence Prevention Initiative (GVPI).
- The purpose of the GVPI is to work with community-based organizations to identify and hire violence interrupters who will work to reduce gun violence, specifically in Waukegan, North Chicago, and Zion and to provide opportunities for the most at-risk in our communities.
- The GVPI will engage residents, community leaders, local businesses, faith leaders, service providers, and high-risk individuals to build coalitions and develop strategies to reduce violence.
- The long-term and short-term key to reducing violence is through aggressive, evidence-based techniques that rely upon intense and sustained engagement with

at-risk individuals over several years.

- The funding of \$1,500,000 will provide for: violence interrupters, violence interrupters' supervisor, program manager, and program director salary and benefits expenses; contracted consultant expenses, computer equipment, electronic equipment, training, and printed materials.
- The grant performance period is October 1, 2022, through September 30, 2025.
- The source of program funding is 100 percent federal funding, no County funds are required.
- If funding for this program and these positions ends, and new funding is not secured, the program and positions will be eliminated.

Attachments: [BJA OJP Community Based Violence Intervention and Prevention Initiative](#)
[Community Based Violence & Prevention Initiative 2022 Grant County Bu](#)

8.22 [22-1614](#)

Joint Committee Action approving Contract Modification Number Four with Mission Critical Partners, LLC, Port Matilda, PA for professional consulting and project management services for the implementation of the Integrated Case Management System (ICMS), in the amount not to exceed \$272,125.

- In April 2019, a contract was awarded to Mission Critical Partners, formally known as MTG Management Consultants, for professional consulting and project management services for the implementation of the ICMS for an initial term of two years in the amount of \$933,000, with the option to renew for an additional one year, subject to acceptable performance and appropriation of sufficient funds.
- The County Board approved Contract Modification One in April 2021 for the additional year of service and additional post Go Live support for a period of four months in the amount of \$543,104.
- The County Board approved Contract Modification Three in June 2022 for another five months of full time services and additional post Go Live support for a period of four months in the amount of \$270,979.
- The original Go Live date of April 2022 was delayed to October 2022, which has been further delayed to a new target Go Live of May 2023. All funds have been expended maintaining services during contract negotiation. As such, there is a need to provide funding for additional project management services through May 2023. The funding for the additional four months of post Go Live support approved with Modification Three remains available and will be carried over.
- In accordance with Section 33.082 of the Lake County Purchasing Ordinance, this Change Order is germane to the original contract as signed and is in the best interest of Lake County.
- Contract Modification Number Four is in a not to exceed amount of \$272,125, increasing the contract from \$1,747,083 to \$2,019,208.
- The remainder of the project will be funded with the FY22 Capital Improvement Program.

Attachments: [MCP Vendor Disclosure Form](#)

[18052 Contract Modification No.4](#)

[Lake County IL Proposed Extension to the Agreement for Professional S](#)

PUBLIC WORKS, PLANNING & TRANSPORTATION

8.23 [22-1596](#)

Joint resolution authorizing an emergency appropriation in the amount of \$9,427,455.61 for the North Chicago Storm Sewer Project by the Stormwater Management Commission (SMC) funded by the Federal Emergency Management Agency (FEMA) Fiscal Year (FY) 2022 Legislative Pre-Disaster Mitigation (LPDM) program through the Illinois Emergency Management Agency (IEMA).

- SMC has entered into an agreement with the IEMA for a grant (LPDM-PJ-05-IL-2022-002) to develop and implement the North Chicago Storm Sewer Project.
- The amount of the grant agreement is \$9,427,455.61 of which \$7,070,591 is federal contributions and \$2,356,864.61 is the required non-federal contributions.
- The improvements include removing and replacing undersized storm sewers at Berwyn and Bittersweet Avenue, installing a new relief stormsewer at Bittersweet Avenue/IL Route 41, removing existing culvert at Virginia Drive, upgrading the culvert at Alabama Avenue, and modifying the Skokie River channel to create a widened two-stage channel from Buckley Road south to the Elgin Joliet and Eastern Railway at the Naval Station Great Lakes.
- Emergency appropriations are needed for the project cost of \$9,427,455.61 which is not included in the current fiscal year budget. SMC will use funding for project expenditures which will be reimbursed by the IEMA.

Attachments: [LSSWMC- North Chicago - LPDM - 2022 - Grant Agreement 10-22-2022-](#)

[Lake County 2022 Capital Priorities Stormwater](#)

8.24 [22-1597](#)

Joint resolution authorizing an emergency appropriation in the amount of \$4,104,268.48 for the Dady Slough Flood Storage and Wetland Enhancement Project by the Stormwater Management Commission (SMC) funded by the Federal Emergency Management Agency (FEMA) Fiscal Year (FY) 2022 Legislative Pre-Disaster Mitigation (LPDM) program through the Illinois Emergency Management Agency (IEMA).

- SMC has entered into an agreement with the IEMA for a grant (LPDM-PJ-05-IL-2022-006) to develop and implement the Dady Slough Flood Storage and Wetland Enhancement Project in Park City and Waukegan.
- The amount of the grant agreement is \$4,104,268.48 of which \$3,000,000 is federal contributions and \$1,104,268.48 is the required non-federal contributions.
- The improvements include excavation of Dady Slough Lake, restoration of the wetland areas to increase flood storage capacity, and to install conveyance

- improvements in the channel along Ruth Wilcox in Park City.
- Emergency appropriations are needed for the project cost of \$4,104,268.48 which is not included in the current fiscal year budget. SMC will use funding for project expenditures which will be reimbursed by the IEMA.

Attachments: [LCSWMC Dady Slough LPDM - 2022 - Grant Agreement 10-22-2022-U](#)
[Lake County 2022 Capital Priorities Stormwater](#)

FINANCIAL & ADMINISTRATIVE

Facilities and Construction Services

8.25 [22-0625](#)

Director's Report - Facilities and Construction Services.

Human Resources

8.26 [22-1659](#)

Committee action approving an additional 1.0 FTE (with a future offset) to support the reorganization of the Department of Transportation.

Attachments: [22-1659-DOT ACE](#)

8.27 [22-1655](#)

Resolution authorizing an emergency appropriation in Fund 206 Liability Insurance and Risk Fund to fund settlement agreements in the amount of \$2,108,977.57 from the Fund 206 fund balance.

- Lake County has authorized settlements and expenses that require payment or possible payments in the amount of \$2,108,977.57 in Fiscal Year (FY) 2022.
- Funds will be used for settlement of multiple claims reviewed / approved by the Finance & Administration Committee.

8.28 [22-0031](#)

Director's Report - Human Resources.

Enterprise Information Technology

8.29 [22-1631](#)

Resolution approving a contract with DLT, a Tech Data Company, of Herndon, Virginia, for security response professional services in the amount of \$61,662.40 for one year with the option to renew for two one-year periods.

- DLT CrowdStrike professional incident response services will respond strategically and quickly to a cyber security event.
- Pursuant to Chapter 33.115 of the County's Purchasing Ordinance, Cooperative Joint Purchasing Authorized, the County may participate in a cooperative purchasing agreement for the procurement of goods, services, construction, or professional services with one or more public procurement units in accordance with

an agreement entered into between the participants.

- A cooperative purchasing contract with DLT has been identified through General Services Administration (GSA) (GS-35F-267DA) to procure needed goods, services, construction, or professional services that were competitively solicited and awarded.

Attachments: [FY22 - DLT Incident Response \\$61,662.40 5095976 Ref 17186521 - QU](#)
[FY22- DLT CS IR - VDF](#)

8.30 [22-0030](#)

Director's Report - Enterprise Information Technology.

Finance

8.31 [22-1622](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$28,320 for Special Service Area (SSA) Number 17.

- In 2016 the County Board established the Ivanhoe Estates SSA.
- This SSA provides funds to maintain private roads in the Ivanhoe Estates residential community.
- The Homeowners' Association determines the amount of the levy.

8.32 [22-1623](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$50,000 for Special Service Area (SSA) Number Eight.

- The levy ordinance for this SSA (Loon Lake) is required to be adopted annually.

8.33 [22-1624](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$34,400 for Special Service Area (SSA) Number 12.

- In 2004, the County Board established the Woods of Ivanhoe SSA with renewal in 2019.
- This SSA provides funds to maintain private roads in Ivanhoe Subdivision.
- The levy amount was determined by the Homeowners' Association.

8.34 [22-1625](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$226,058 for Special Service Area (SSA) Number 13.

- The levy ordinance for this SSA (Spencer Highlands) is required to be adopted annually.

8.35 [22-1626](#)

Ordinance appropriating funds and providing for the levy of a direct tax sufficient to produce \$164,892.32 for the Northeast Lake Facilities Planning Area Special Service Area (SSA) Number Nine.

- In 1994, the County Board established the Northeast SSA Number Nine.

- The SSA was established to assist in the financing of the Northeast sewer system.
- A special tax roll was created that sets forth the amount to be levied each year against all parcels in the SSA.
- This ordinance lists the amounts to be levied for the tax year 2022 to be collected during calendar 2023.

8.36 [22-1627](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$13,925 for Special Service Area (SSA) Number 14.

- The levy ordinance for this SSA (Oak Pond Lane) is required to be adopted annually.

8.37 [22-1628](#)

Ordinance recommending a Real Property Tax Levy, attached hereto, and made part of this Ordinance, providing for the apportionment of taxes across the various items of the Fiscal Year (FY) 2023 Appropriation Ordinance as adopted by the County Board of Lake County, Illinois.

- This ordinance identifies the determined amount of tax dollars allocated to each of the countywide property tax funds for Tax Year 2022, collected during calendar year 2023.
- The tax levy will be filed with the County Clerk once adopted.

8.38 [22-1638](#)

Ordinance recommending the Fiscal Year (FY) 2023 Annual Budget and Appropriation Ordinance for Lake County, Illinois; said budget having been made conveniently available for public inspection for at least 15 days by posting in the Office of the County Clerk and on the County website.

- Through cooperation with all departments and agencies as well as the Standing Committees and Financial and Administrative Committee, the FY 2023 Budget is presented for approval.
- The operating funds that provide the funding for most governmental operations are balanced.
- This budget reflects all budget actions as approved by Standing Committees and the Financial and Administrative Committee as well as the amendments approved by the Financial and Administrative Committee on November 3, 2022.
- The entire budget is available on the County's website at www.lakecountyil.gov.

Attachments: [FY23 Budget Summary](#)

[List of FY23 Budget Amendments 10.27.22](#)

8.39 [22-1639](#)

Resolution setting forth the Travel and Business Expense Reimbursement Policy.

- The Local Government Travel Expense Control Act (Public Act 99-604) requires that Lake County adopt a Resolution related to the approval of travel expenses and meal purchases. The law provides that the County regulate the reimbursement of

all travel, meal, and lodging expenses of officers and employees.

- The “Employee Reimbursement Policy” is updated to be termed “Travel and Business Expense Reimbursement Policy.” The policy was updated to reflect current economic conditions and to incorporate other operational and administrative improvements.
- This policy is found in the Employee Policy and Procedure Manual, Section 10.9.
- An interdepartmental workgroup provided valuable input and feedback and the State’s Attorney’s Office reviewed the policy for compliance.
- This policy maintains the meal expense limits approved by the Lake County Board on August 9, 2022, and further establishes reasonable limits for transportation and lodging based on county and comparative governmental data.

Attachments: [Redline - Travel and Business Expense Reimbursement Policy FINAL](#)
[FINAL - Travel and Business Expense Reimbursement Policy](#)

8.40 [22-1662](#)

Resolution setting forth the Procurement Card (P-Card) Policy.

- Lake County has had a procurement card program for several years, but there is a desire to formalize the program and establish the guidelines through this Procurement Card (P-Card) Policy.
- Procurement cards are a flexible purchasing method that reduces the length of time required to make a small dollar purchase, pay a vendor, and arrange for training and travel without having to rely on a personal credit card, travel advance, or reimbursement.
- There is a significantly more detailed Directive document that provides more specific requirements and guidelines for cardholders.

Attachments: [3.8 Procurement Card Policy](#)

8.41 [22-1663](#)

Resolution authorizing the reallocation of capital for the one-time use of various capital projects as well as to fund reserves for long-term capital needs through an emergency appropriation and authorization of transfer of fund balance from the General Fund (Fund 101) to the General Fund Capital Improvement Program Fund (Fund 106).

- Lake County established a separate General Fund Capital Improvement Program Fund to better isolate the capital operations of the County from General Fund operations several years ago.
- At the completion of the annual audit, the County Board determines the use of any surplus funds. These must be one-time uses for capital improvements or other one-time uses, in accordance with Finance Policy.
- During a discussion of the Finance & Administrative Committee on October 20, 2022, it was determined that the amount available at the end of Fiscal Year 2021 would be used in part to fund the FY2023 Capital Improvement Plan, including

major and routine capital projects in Enterprise Information Technology as well as Facilities and Construction, along with major equipment for DOT, technology needs for the Sheriff's Office and a printer for the Support Services Division of the County Administrator's Office, with the remaining amount going into reserves for future capital projects.

- This action is needed to declare the amount as surplus and to move the funds from General Fund Operations (Fund 101) into General Fund Capital Improvement Program (Fund 106).

Attachments: [Nov-22 LIT Capital Reallocation](#)

8.42 [22-0032](#)

Director's Report - Finance.

County Administration

8.43 [22-1665](#)

Resolution authorizing execution of an Intergovernmental Agreement with the Greater Round Lake Fire Protection District, for the acquisition and storage of Non-Fluorinated Fire Fighting Foam, and disposal of the District's current foam in accordance with IEPA regulations.

- Lake County previously received an ARPA funding request from Lake County's Fire Chief's Association for replacement firefighting foam based on changes in State regulation.
- An emergency appropriation of ARPA funds for the foam replacement was passed by the Lake County Board in December 2021.
- Staff has been working with the Fire Protection Districts, the State's Attorney's Office, and our ARPA consultant on determining the appropriate method of acquiring and disposing of the foams.
- The agreement establishes the methods in which the new foam will be purchased, and the old foam will be disposed.

Attachments: [IGA -County and FDs - 10-28-2022](#)

9. County Administrator's Report

10. Executive Session

10.1 [22-0033](#)

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

10.2 [22-1621](#)

Executive Session to discuss personnel matters pursuant to 5 ILCS 120/2 (c)(1).

10.3 [22-0036](#)

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

10.3A [22-1584](#)

Committee action approving the Financial and Administrative Committee's Executive Session Minutes from September 29, 2022.

11. **Members' Remarks**

12. **Adjournment**

Next Meeting: TBD