

# **Lake County Illinois**

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



## **Agenda Report - Final**

**Thursday, August 31, 2023**

**8:30 AM**

**Assembly Room, 10th Floor or register for remote attendance at  
<https://bit.ly/3P63pNt>**

**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](mailto: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 (8.1 - 8.7)**

**\*MINUTES\***

8.1 [23-1186](#)

Committee action approving the Financial and Administrative minutes from July 27, 2023.

**Attachments:** [F&A 7.27.23 Final Minutes](#)

8.2 [23-1187](#)

Committee action approving the Financial and Administrative minutes from August 3, 2023.

**Attachments:** [F&A 8.3.23 Final Minutes](#)

**\*REPORTS\***

8.3 [23-1150](#)

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

**Attachments:** [July 2023](#)

**\*HEALTH & COMMUNITY SERVICES\***

8.4 [23-1174](#)

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of \$75,000 for the HIV Self-Testing grant.

- The \$75,000 Illinois Department of Public Health grant will fund supplies, advertising, temporary contractual staff, indirect expenses, and offset existing staff salaries and fringe benefits.
- The \$75,000 in additional grant funding has not been previously appropriated

because the grant resources were secured after the County's adoption of the Fiscal Year 2023 budget.

- The grant award will be for the period July 1, 2023, through June 30, 2024.
- If funding for the positions and services end, and new funding is not secured, the positions and services will be eliminated.

**Attachments:** [HIV Self-Testing EA](#)

**8.5**     **23-1175**

Joint resolution accepting the Illinois Department of Human Services grant and authorizing an emergency appropriation in the amount of \$681,000 for the Regional Substance Use Prevention Integration Center grant.

- The \$681,000 Illinois Department of Human Services grant will fund supplies, trips and trainings, indirect expenses, temporary contractual staff, four new staff positions, and offset existing staff salaries and fringe benefits.
- The \$681,000 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year 2023 budget.
- The grant award will be for the period July 1, 2023, through June 30, 2024.
- If funding for the positions and services end, and new funding is not secured, the positions and services will be eliminated.

**Attachments:** [RSUPS EA](#)

**8.6**     **23-1124**

Joint resolution approving the Second Amendment to Program Year (PY) 2023 Department of Housing & Urban Development (HUD) Annual Action Plan (AAP).

- HUD requires the submission of an Annual Action Plan (AAP) and associated amendments to govern expenditure of federal housing and community development funding for each program year.
- The second amendment to the PY 2023 AAP makes the following changes:
  - Allocation of \$165,084.70 of CDBG Program Income (PI) to Community Partners for Affordable Housing (CPAH) for the acquisition of an affordable rental property.
  - Reallocation of \$184,915.30 of HOME and CDBG from an approved CPAH multifamily new construction (Lake Plane Senior Residences) project to CPAH for the acquisition of an affordable rental property.

**Attachments:** [PY23 AAP SECOND AMENDMENT DRAFT](#)  
[Emergency Appropriation 2023-09 PY2023](#)

**\*PUBLIC WORKS & TRANSPORTATION\***

**8.7**     **23-1162**

Joint resolution authorizing a contract with Tecorp Inc of Joliet, Illinois, in the amount

of \$842,862 for the Des Plaines River Water Reclamation Facility (WRF) dry bulk storage tank repair services and annual maintenance.

- The Des Plaines River WRF dry bulk storage tanks require on-going maintenance and repair.
- Tecorp Inc., was determined to be the lowest responsive and responsible bidder who best meets the needs of the County in an amount of \$641,862 to repair the tanks, executable over a multi-year period, and \$201,000 for the annual maintenance and repair services, renewable annually for up to five years.
- This resolution authorizes and directs the County Purchasing Agent to execute a contract with Tecorp Inc., Joliet, Illinois, in the amount of \$842,862 for the repair services and annual maintenance of the dry bulk storage tanks at the Des Plaines River WRF.

**Attachments:** [23-1162 DPR WRF Tecorp Addendum Alternative Bid](#)

[23-1162 DPR WRF Tecorp Bid Tab](#)

[23-1162 DPR WRF Tecorp Final Bid Document 5.31](#)

[23-1162 DPR WRF Tecorp Vendor Disclosure Form](#)

## **REGULAR AGENDA**

### **\*HEALTH & COMMUNITY SERVICES\***

#### **8.8 [23-1125](#)**

Joint resolution approving \$300,000 of HOME Investment Partnerships American Rescue Plan Program (HOME-ARP) funds to Urban Muslim Minority Alliance (UMMA) for the development of four affordable rental units.

- On March 14, 2023 the Lake County Board approved a HOME-ARP Allocation Plan which included \$5,121,570 for the development of affordable rental housing.
- Lake County Community Development (CD) staff released a Notice of Funding Availability (NOFA) for the HOME-ARP funds on May 9, 2023.
- HOME-ARP application are received on a rolling basis and UMMA has applied for \$300,000 of HOME-ARP to support the development of four (4) rental units.
- The Lake County Housing and Community Development Commission recommended the project for funding on August 9, 2023.

**Attachments:** [HOME-ARP Memo](#)

#### **8.9 [23-1223](#)**

Joint resolution authorizing the creation of the Opioid Settlement Fund (Fund 771) and authorizing an emergency appropriation in the amount of \$1,552,141.80 of revenues received through national settlements to be used to offset the impact of opioid use.

- In December 2021, the Illinois Opioid Allocation Agreement (IOAA) was approved by the Attorney General and by all Illinois Counties with a population over 250,000 for the opioid settlement distributions.

- In January 2022, national settlements were reached with the Janssen group (J&J) of companies and distributors, and the first payment was received in October 2022.
- The funding from the settlements will be received in payments over 18 years and funds must be used in accordance with the Opioid Settlement agreement to address the opioid epidemic through opioid remediation.
- The County will initially use some of the funding to hire an Opioid Coordinator and to implement an Opioid Education Program with the Regional Office of Education, and will develop a grant program to fund to service providers.

**Attachments:** [Opioid Project Plan August 2023](#)  
[Opioid Coordinator Job Description](#)  
[Opioid Appropriation](#)  
[Opioid Presentation](#)

**\*PUBLIC WORKS & TRANSPORTATION\***

**8.10 [23-1163](#)**

Joint resolution accepting a grant from Congressionally Directed Spending through the U.S. Environmental Protection Agency (US EPA) Community Grants Projects to support the Phase 2 Dewatering program at the Des Plaines River (DPR) Water Reclamation Facility (WRF), including an emergency appropriation of \$400,000 in grant funds.

- The DPR facility serves over 80,000 customers and is the largest of the three Public Works treatment plants. The Phase 2 Project will seek to replace old technology used for biosolids dewatering and the grant will fund the design work.
- The grant amount totaling \$400,000 will be provided to Lake County Public Works (LCPW) through the US EPA and only 80 percent of the approved project cost (\$500,000) will be funded. LCPW funds will support the remaining 20 percent (\$100,000).
- The grant term is from September 25, 2023, to September 29, 2024.

**Attachments:** [23-1163 Emergency Appropriation -US EPA Grant -DPR - Press Polyme](#)  
[23-1163 USEPA Grant Award](#)

**\*FINANCIAL & ADMINISTRATIVE\***

**Facilities and Construction Services**

**8.11 [23-0679](#)**

Director's Report - Facilities and Construction Services.

## Human Resources

### 8.12 [23-0096](#)

Director's Report - Human Resources.

## Enterprise Information Technology

### 8.13 [23-1182](#)

Resolution approving the renewal of Microsoft Azure Cloud Hosting services through CDW-G, Vernon Hills, Illinois, in the estimated amount of \$75,000 for fiscal year 2023 with the option to renew for one 12-month period.

- Microsoft Azure is a cloud-hosting platform utilized to securely store County applications, an expansion in cloud-hosting is planned next year at an estimated cost of \$150,000.
- 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 CDW-G has been identified through Omnia Partners (2018011-01) to procure needed goods, services, construction, or professional services that were competitively solicited and awarded.

**Attachments:** [FY23 - CDW Azure - Vendor Disclosure Statement](#)

### 8.14 [23-0097](#)

Director's Report - Enterprise Information Technology.

## Finance

### 8.15 [23-1173](#)

Presentation of Fiscal Year (FY) 2022 Annual Comprehensive Financial Report and County-wide audit as well as the FY 2022 Single Audit by Baker Tilly US, LLP.

**Attachments:** [Lake County ACFR FINAL 11-30-22.pdf](#)  
[Lake County SA 11-30-22 FINAL SINGLE AUDIT.pdf](#)

### 8.16 [23-1177](#)

Resolution accepting and placing on file an estimate of the annual aggregate tax levy and providing for the apportionment of estimated taxes across the various items for the Fiscal Year (FY) 2024 Appropriation Ordinance as will be adopted by the County Board.

- State Statute requires an estimate of the property tax levy to be determined in September of each year for the following tax year.
- This resolution establishes the total estimated tax levy and identifies the estimated amount of tax dollars allocated to each of the County-wide property tax funds.

However, the FY 2024 Budget is still being developed and the amounts in each type of levy category will change as necessary to meet both County policy and balancing needs in each fund.

- This action sets an estimated amount. The final levy will be prepared and submitted for County Board approval at the same time as the FY 2024 Budget at the November 14, 2023, Board meeting. The levy approved in November can be higher or lower than this estimate.
- Because the FY 2024 Budget Planning Guidance Policy passed by the County Board on May 9, 2023, calls for a balanced budget including new property and one-half of allowable Consumer Price Index (CPI) growth **and** additional scenarios that include the full allowable CPI growth and new property growth, this estimate is being prepared with the full allowable CPI growth (5%) so that the highest possible tax levy is presented.
- The estimated Tax Year 2023 (FY 2024) tax levy is \$177,940,333, which is \$8,427,140.02 higher than the Tax Year 2022 (FY 2023) extension.

8.17 [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).

10.1A [23-1230](#)

Committee action authorizing settlement authority.

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 [23-1188](#)

Committee action approving the Financial and Administrative Executive Session minutes from July 27, 2023.

10.4B [23-1189](#)

Committee action approving the Financial and Administrative Executive Session minutes from August 3, 2023.



11. **Members' Remarks**

12. **Adjournment**

**Next Meeting: September 7, 2023.**