

# **Lake County Illinois**

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



## **Agenda Report - Final**

**Tuesday, June 6, 2017**

**11:00 AM**

**Assembly Room, 10th Floor**

**Health and Community Services Committee**

1. Call to Order
2. Pledge of Allegiance
3. Approval of Minutes
4. Addenda to the Agenda
5. Public Comment
6. Chairman's Remarks
7. Old Business
8. New Business

#### HEALTH DEPARTMENT

##### 8.1 [17-0605](#)

Ordinance amending Chapter 171 of the Lake County Code of Ordinances (Onsite Wastewater Treatment Systems).

- Minor revisions are proposed to create greater flexibility or latitude, or to provide clarity to the requirements pertaining to: assembly of a technical advisory workgroup; pumping of a failing OWTS, protection of an existing OWTS, definitions, building teardown-rebuild and addition projects, use of holding tanks, eliminating abandoned tanks, water softener discharge options, standards for existing surface discharging systems, agreement to pump holding tanks, and regular inspections of vault privies and waterless toilets.
- Revisions to provide for greater flexibility and clarity are also proposed to the requirements for the determination of the availability of public sewer.
- Proposed revisions to several system design requirements include: allowing for greater flexibility for seepage trench depth, the use of seepage chambers in mound and modified mound systems, change in the maximum soil loading rate for trench type and drip distribution systems, and established minimum soil criteria for using a National Sanitation Foundation Standard 350 treatment unit.
- A new section is proposed that contains language that allows the Health Officer to use the option of the administrative adjudication hearing process, rather than circuit court, to seek corrective action of any violation in the ordinance.

**Attachments:** [Proposed Revisions to OWTS Chap 171](#)

##### 8.2 [17-0606](#)

Joint resolution amending the Lake County Health Department Animal Care and Control Fees Schedule (as authorized in Lake County Code of Ordinances Chapter 178).

- The Health Department is proposing amendments to the Animal Care and Control Fees Schedule to provide clarity and transparency in the assessment of fees.
- A revision is proposed to the preamble section that allows for the reduction or waiver of fees, adding that conditions for reductions or waivers are specified in the Animal Care and Control Administrative Procedures and Policies.
- An additional late fee of \$25 is added for animal registration tag payment not received within 60 days of rabies vaccination. This fee is added to distinguish it from a violation

fee.

- A revision is proposed to the assessment of violation fees to clarify that violation fees can be assessed if an animal is impounded due to an ordinance violation or if a Notice of Violation ticket is issued.

**Attachments:** [Proposed Revisions to ACC Fees Schedule Chap 178](#)

**8.3** [17-0607](#)

Joint resolution amending the Lake County Health Department Environmental Health Fees Schedule (as authorized in Lake County Code of Ordinances Chapter 178).

- Currently, an administrative fee is assessed when homeowners submit a report of required system management activities for their wastewater treatment system more than six months after the activities occurred, or more than six months after the activities were required to occur.
- This six-month period was established when the fee was implemented to give homeowners time and incentive to comply with the management activities.
- The overwhelming majority of homeowners have come into compliance with conducting and reporting management activities.
- Language in this section is being modified to establish that the fee is for non-compliance and for clarity to aid in the enforcement of the requirement.
- The time frame required for submittal is being amended to 30 days to be consistent with the reporting requirements in Chapter 171, Section 171.221.

**Attachments:** [Proposed Revisions to EH Fees Schedule](#)

**8.4** [17-0611](#)

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of \$60,000 for the Family Planning Program.

- The \$60,000 Illinois Department of Public Health grant will be used to offset existing salary and benefit and supply costs.
- The \$60,000 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the FY17 budget.
- The grant award will be for the period July 1, 2016 through June 30, 2017.

**Attachments:** [IDPH Title X \\$60K](#)

**8.5** [17-0626](#)

Joint resolution authorizing a contract with KONE, Inc., Lombard, Illinois, for elevator maintenance and repairs in the estimated annual amount of \$124,800.

- Lake County desires to enter into a two-year contract, with renewal options with KONE, Inc., Lombard, Illinois for elevator maintenance and repairs, for Facility Operations, Division of Transportation (DOT) and Lake County Health Department.
- Lake County Facilities are tasked with overseeing the elevator maintenance for Lake County at both the Downtown Waukegan Complex, and at several outlying agencies or locations in Lake County, Illinois. Health Department and DOT maintain the elevators at their facilities.
- Kone, Inc. has provided the best pricing that will increase maintenance time while reducing travel time and administrative costs.
- Kone, Inc. is providing Lake County with a custom maintenance program that will decrease equipment downtime and lengthen the life span of our elevators.

- Kone, Inc. will provide an Asset Management plan to assist with budgeting and prioritizing future upgrades.
- Kone, Inc. has a web-based reporting tool that will allow online tracking of our emergency calls, preventive maintenance and repairs
- Facilities identified a cooperative purchasing contract with Kone, Inc., Lombard, Illinois, through U.S. Communities to procure elevator maintenance and repairs that was competitively solicited and awarded.
- Pursuant to Article 10-101 of the Lake County Purchasing Ordinance, Cooperative Purchasing, Lake County may participate in a cooperative purchasing agreement for the procurement of goods with one or more public procurement units in accordance with an agreement entered between the participants.
- The contract authorizes a two-year agreement with three additional one-year renewal options and will cost Lake County an estimated annual amount of \$124,800 that will be charged to accounts for Facilities Operations, Division of Transportation and Lake County Health Department.

**Attachments:** [17023 Joint Purchase Recommendation](#)

## COMMUNITY DEVELOPMENT

### 8.6 [17-0633](#)

Joint resolution authorizing additional 2017 grant awards from the Lake County Affordable Housing Program (AHP).

- The Housing & Community Development Commission (HCDC) was charged with developing 2017 funding recommendations for the Lake County Affordable Housing Program (AHP). In the 2017 application round for affordable housing, there were more than \$4.5 million in requests for the available \$1.9 million in housing grants available.
- Initial recommendations by the HCDC for investment of Lake County AHP funds were approved by the Lake County Board on March 14, 2017.
- With demand for housing funds far outpacing supply, several 2017 housing projects were recommended for funding, but there were not sufficient funds available. One such project was the potential 78-unit "Towering Oaks" affordable housing development by True Homes in Island Lake. This project scored 73% of available points in the 2017 housing application round, but the HCDC lacked funds with which to assist the project. Staff was instructed by the Affordable Housing Advisory & Recommendation Committee (ARC) to find means of supporting the development.
- Staff has identified \$49,789.62 in previously unspent AHP funds available plus \$9,818.38 in AHP program income for a total of \$57,808 of housing funds available. While this amount pales in comparison to the gap funding still needed by recommended 2017 projects, staff has learned that commitment now of \$36,000 in AHP funds for future rental assistance will help True Homes obtain a better score on its application for Low-Income Housing Tax Credits due in June. If True Homes receives an allocation of housing tax credits, it can be considered again for development funding.
- Staff recommends additional AHP 2017 grants of \$36,000 for True Homes (for future rental assistance) and the remaining \$21,808 for Catholic Charities Rapid Rehousing Program. This amount for Rapid Rehousing would be in addition to an original \$75,000 AHP allocation to assist the Program in meeting federal match requirements and in helping more families exit homelessness to housing.

**Attachments:** [TRUE HOMES Towering Oaks Commitment Letter.pdf](#)

**8.7** [17-0635](#)

Joint resolution approving the first amendment to the 2015-2019 Consolidated Plan for Housing & Urban Development (HUD).

- An amendment to the 2015-2019 Consolidated Plan for Housing & Community Development is required by the U.S. Department of Housing & Urban Development (HUD). This current five-year plan represents the first time that Lake County and its Consortium Members - North Chicago and Waukegan - report accomplishments using HUD's electronic format, and several issues with the electronic reporting format are resolved in this amendment.
- In April of 2016, HUD provided guidance on the pairing of grant-funded activities (e.g. owner-occupied housing rehabilitation) with HUD's Goal Outcome Indicators (e.g. number of units of homeowner housing rehabilitated). The revised five-year plan incorporates the suggested pairings and recalibrates the five-year targets.
- At the start of planning for each new program year, the Housing & Community Development Commission (HCDC) assesses how funding trends support or detract from achieving the Plan's five-year goals. This first amendment to the 2015-2019 Plan shifts prospective funding away from infrastructure goals that have already been exceeded to housing goals that, but for additional funding, would not be projected to meet the five-year targets as required by HUD.

**8.8** [17-0636](#)

Joint resolution approving Fourth Amendment to the 2015 Housing and Urban Development (HUD) Action Plan.

- HUD requires the submission of an Annual Action Plan and associated amendments to govern expenditure of federal housing and community development funding for each year of grant funding.
- The Lake County HOME Investment Partnership (HOME) Consortium is comprised of Lake County and the Cities of Waukegan and North Chicago; all three jurisdictions receive Community Development Block Grant (CDBG) funding.
- The proposed Action Plan amendment shifts \$100,000 of HOME funding from a planned rehabilitation of a to-be-determined scattered site rental unit for which an address was not identified on a timely basis to the owner-occupied rehabilitation program. In housing assistance programs, HOME funds can be committed immediately, meeting the June 30, 2017 HOME commitment deadline. Given substantial unmet demand for owner-occupied rehabilitation, this \$100,000 in HOME funds will be spent before the HOME spending deadline in 2019.

**Attachments:** [2015 4th Amendment HCDC Version.pdf](#)

**8.9** [17-0637](#)

Joint resolution authorizing renewal of the HOME Investment Partnership Program Consortium Agreement with the cities of North Chicago and Waukegan.

- Pursuant to HUD requirements, Lake County must renew its HOME Investment Partnership Program Consortium Agreement with the cities of North Chicago and Waukegan every three years in order for all three jurisdictions to continue operating as a consortium, thereby increasing the level of available HOME funding.
- The current agreement (attached) runs through the end of program year PY 2017 and the draft agreement will cover PY 2018 through PY 2020.

- The draft agreement is currently under review by the States Attorney's Office and the Cities of Waukegan and North Chicago. It is anticipated that the agreement will be finalized in time for the June 13, 2017 Lake County Board meeting.
- A vote is requested from the Housing & Community Development Commission to recommend approval by the Lake County Board.

**Attachments:** [HOME Consortium Agreement FY18-20 - HCDC Markup.pdf](#)  
[HOME Consortium Agreement FY18-20 - v04 FINAL.pdf](#)

## **WORKFORCE DEVELOPMENT**

### **8.10 [17-0601](#)**

Joint resolution approving an emergency appropriation to accept the Illinois Department of Commerce and Economic Opportunity (DCEO) Trade Adjustment Assistance grant and authorizing an emergency appropriation in the amount of \$292,364.28.

- The Trade Adjustment Assistance (TAA) grant of \$292,364.28 is a federally funded grant for tuition and related training expenditures for displaced workers.
- TAA provides reemployment services to displaced workers who have lost their jobs as a result of increased imports or shifts in production outside the US.
- Forty-six eligible displaced workers are enrolled in occupational training from thirteen certified events and will continue services through this grant.
- The grant period is April 1, 2017 through September 30, 2018.

**Attachments:** [Jun'17 - CFY'17 Trade Grant thru 9.30.18](#)

### **8.11 [17-0609](#)**

Joint resolution to approve Lake County Workforce Development Partner Consortium to serve as the One-Stop Operator of the Job Center of Lake County, located in Waukegan.

- Since 2000, The Job Center of Lake County has been operated under a partner consortium including the Illinois Department of Employment Security, the College of Lake County, and the Lake County Workforce Development Department.
- New Federal legislation went into effect in 2015 that requires these services to be procured by the Workforce Development Board through a competitive selection process.
- To avoid a conflict of interest, the Workforce Development Board hired a third party, Thomas P. Miller and Associates (TPMA) to work with Purchasing to write the Request for Proposal (RFP), evaluate the proposals received, and recommend an operator to the Workforce Development Board.
- The only proposal submitted was from the Workforce Development Partner Consortium.
- The review committee from TPMA determined that the proposal submitted by the Workforce Development Partner Consortium satisfied the requirements set forth in the RFP.
- It is recommended that the consortium of the Illinois Department of Employment Security, the College of Lake County, and the Lake County Workforce Development Department be approved to continue to provide these services as approved within the budget.

**Attachments:** [17016 Award Recommendation](#)

9. Executive Session
10. County Administrator's Report
11. Members' Remarks
12. Adjournment

**Next Meeting: June 27, 2017**