

Lake County Illinois

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



Agenda Report - Final

Thursday, May 8, 2025

8:30 AM

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

Financial & Administrative Committee

PUBLIC ATTENDANCE: The public can attend Lake County Committee and Board meetings in one of two ways:

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower, 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance through an electronic conferencing application (register via the link on the front page of the agenda).

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

PUBLIC COMMENT:

An opportunity for Public Comment will be provided during the meeting in accordance with the Lake County Board Rules of Order and Operational Procedures. At the time of Public Comment, it will 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.

PLEASE NOTE: An individual is allowed 3 minutes total for one or more public comments.

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
6. Chair's Remarks
7. Unfinished Business

7.1 [25-0347](#)

Ordinance amending the Lake County Standards of Conduct for appointed officials to boards and commissions.

- Illinois Public Act 098-0779 authorizes a county board in a county with a population between 300,000 and 2,000,000 residents to, by ordinance, adopt a code of conduct regarding the fiscal responsibility and procurement authority, as required by State law, local ordinance, or county board policy.
- On November 11, 2014, the Lake County Board adopted the Lake County Standards of Conduct, with subsequent amendments on July 9, 2019 and July 13, 2021.

Attachments: [SOC - Clean](#)

[SOC - Red-Lined](#)

[SOC Redline as of 5.5.25](#)

8. New Business

CONSENT AGENDA (Items 8.1 - 8.19)

MINUTES

8.1 [25-0501](#)

Committee action approving the Financial and Administrative Committee minutes from March 27, 2025.

Attachments: [F&A 3.27.25 Final Minutes](#)

8.2 [25-0502](#)

Committee action approving the Financial and Administrative Committee minutes from April 3, 2025.

Attachments: [F&A 4.3.25 Final Minutes](#)

REPORTS

8.3 [25-0467](#)

Report from Anthony Vega, County Clerk, for the month of December, 2024.

Attachments: [County Clerk Monthly Finance Report for December 2024](#)

8.4 [25-0471](#)

Report from Anthony Vega, County Clerk, for the month of January, 2025.

Attachments: [County Clerk Monthly Finance Report for January 2025](#)

8.5 [25-0472](#)

Report from Anthony Vega, County Clerk, for the month of February, 2025.

Attachments: [County Clerk Monthly Finance Report for February 2025](#)

8.6 [25-0519](#)

Report from Anthony Vega, County Clerk, for the month of March, 2025.

Attachments: [County Clerk Monthly Finance Report for March 2025.](#)

8.7 [25-0529](#)

Cash & Investment Report from Holly Kim, Treasurer, for the month of March 2025

Attachments: [FSG March 2025.pdf](#)

[Lake County Investment Portfolio Summary - March 2025.pdf](#)

[FSG 3.31.24.pdf](#)

8.8 [25-0612](#)

Finance Monthly Report - March 2025.

Attachments: [Monthly Financial Report March 2025](#)

LAW & JUDICIAL

8.9 [25-0600](#)

Joint resolution authorizing an emergency appropriation and approving a Title IV-D Intergovernmental Agreement (IGA) between the Illinois Department of Healthcare and Family Services (IDHFS) and the Lake County State's Attorney for the continuation of the State's Attorney's Child Support Enforcement Program for the period of July 1, 2025, through June 30, 2027, for a maximum reimbursement amount of \$1,629,842 for staff wages and benefits.

- Since 1985, the State's Attorney's Office has entered into an annual Intergovernmental Agreement with the Illinois Department of Healthcare and Family

Services to provide child support enforcement services.

- Pursuant to these annual agreements, the State's Attorney's Office is to be reimbursed for reasonable costs for providing these services, as determined by IDHFS.
- Currently, the CSE staff includes two full-time assistant state's attorneys, a .15 full-time equivalent (FTE) assistant state's attorney/supervisor, three full-time legal assistants and 2.60 FTE paralegals.
- The Child Support Enforcement division handles approximately 12,000 active cases, including those to establish paternity, to set support upon voluntary acknowledgment, to establish medical support orders and to enforce orders for payment of support.
- IDHFS has tendered a proposed two-year Contract for 2026-2027 to reimburse personnel costs not to exceed \$1,629,842 - 66 percent of which is federal funds. Funding for 2026 will be \$798,942 and 2027 will be \$830,900. Approximately 80 percent of staff salary and fringe will be covered by IDHFS and the remainder will be covered by the State's Attorney's operating budget.

Attachments: [Child Support Contract Appendix SFY2026 - SFY2027](#)

PUBLIC WORKS & TRANSPORTATION

8.10 [25-0520](#)

Joint resolution authorizing a contract with Geske and Sons, Crystal Lake, Illinois, in the amount of \$329,651.66 for the resurfacing of various roads in the Wauconda Township Road District, which will be improved under the Illinois Highway Code for a total of 1.49 miles.

- There was a public call for bids, and a total of four bids were received, ranging from \$329,651.66 to \$385,695.20, and the lowest responsible bidder is Geske and Sons, Inc., Crystal Lake, Illinois, in the amount of \$329,651.66.
- In accordance with Illinois State Statutes and Illinois Department of Transportation Policy, Township Motor Fuel Tax funded projects are overseen by the Lake County Division of Transportation and the Lake County Board is responsible for awarding the construction contract.
- No Lake County funds are being used on this project.
- This improvement is designated as Section 25-14000-01-GM.

Attachments: [25-0520 BidTab - Wauconda Road District](#)

[25-0520 Disclosure, Geske, Wauconda](#)

[25-0520 Location Map, Wauconda Road District 2025](#)

8.11 [25-0521](#)

Joint resolution authorizing a contract with Peter Baker & Son Company, Lake Bluff, Illinois, in the amount of \$489,390.69 for the resurfacing of various roads in the Grant Township Road District, which will be improved under the Illinois Highway Code for a total of 1.90 miles.

- There was a public call for bids, and a total of three bids were received, ranging from \$489,390.69 to \$499,752.20, and the lowest responsible bidder is Peter Baker & Son Company, Lake Bluff, Illinois, in the amount of \$489,390.69.
- In accordance with Illinois State Statutes and Illinois Department of Transportation Policy, Township Motor Fuel Tax funded projects are overseen by the Lake County Division of Transportation and the Lake County Board is responsible for awarding the construction contract.
- No Lake County funds are being used on this project.
- This improvement is designated as Section 25-08001-01-GM.

Attachments: [25-0521 BidTab - Grant Road District](#)

[25-0521 Disclosure, Peter Baker, Grant](#)

[25-0521 Location Map, Grant Road District 2025](#)

8.12 [25-0522](#)

Joint resolution authorizing a contract with Meade, Inc., Willowbrook, Illinois, in the amount of \$299,276.50 for upgrades to traffic signal detection systems at 11 Lake County owned traffic signal locations and appropriating \$359,000 of ¼% Sales Tax for Transportation funds.

- Upgrades to traffic signal detection systems at 11 Lake County owned signalized intersections are needed to replace legacy systems.
- There was a public call for bids, and a total of three bids were received, ranging from \$299,276.50 to \$449,487.40, and the lowest responsible bidder is Meade, Inc., Willowbrook, Illinois, in the amount of \$299,276.50.
- This project is included in the Transportation Improvement Program with construction to begin in 2025 and designated as Section 24-00999-07-TL.

Attachments: [25-0522 BidTab - Traffic Signal Detection](#)

[25-0522 Disclosure, Meade, Traffic Signals](#)

[25-0522 Location Map, Traffic Signal Detection Upgrades](#)

8.13 [25-0523](#)

Joint resolution authorizing an application to the Regional Transportation Authority (RTA), for the Section 5310 grant program for the Ride Lake County countywide paratransit service.

- The RTA Section 5310 grant program call for projects is underway.
- Ride Lake County was created by the Lake County Board in 2022 and is operated by Pace.

- The Section 5310 funds will be used, along with County and Pace funds, to continue coordination of the Ride Lake County countywide paratransit program.
- This resolution authorizes the County to apply for the grant, and, if approved, it will be brought back to the Lake County Board for acceptance and appropriation of the necessary local matching funds.

Attachments: [25-0523 Ride Lake County Grant Application Certifications](#)

[25-0523 Location Map, Ride Lake County Service Area](#)

8.14 [25-0524](#)

Joint resolution authorizing a supplemental appropriation of \$172,511 of ¼% Sales Tax for Transportation funds for improvements to the intersection of Illinois Route 131 and Kenosha Road.

- The Illinois Department of Transportation (IDOT) realigned the intersection of Illinois Route 131 at Kenosha Road with turn lanes and a new traffic signal.
- The County Board, at its meeting on February 14, 2017, approved an agreement with IDOT and appropriated \$1,295,000 of ¼% Sales Tax for Transportation funds for the County's share of this improvement.
- The total project cost is \$3,787,098 and the County's share is \$1,467,511.
- The increase in the County's share is due to the initial bid prices being higher than estimated and additional removal of unsuitable soils along Kenosha Road.
- This improvement is included in the Transportation Improvement Program and is designated as Section 17-00125-06-CH.

Attachments: [25-0524 Location Map, IDOT Invoice for Kenosha @ IL131](#)

8.15 [25-0525](#)

Joint resolution authorizing a three-year maintenance agreement with Midwestern Software Solutions, LLC (MS2), of Ann Arbor, Michigan, for the Traffic Crash Location System (TCLS) used by the Lake County Division of Transportation (LCDOT) at a cost of \$41,427 and appropriating \$50,000 of ¼% Sales Tax for Transportation funds.

- LCDOT is a licensed user of the TCLS software for its traffic crash analysis.
- The TCLS software is utilized by LCDOT, design consultants, and Lake County municipalities for traffic crash analysis.
- The existing maintenance agreement with TCLS will expire on August 31, 2025.
- This resolution authorizes a three-year maintenance agreement with MS2 of Ann Arbor, Michigan, beginning September 1, 2025, and ending August 31, 2028.
- This project is included in the Transportation Improvement Program and is designated as Section 25-00000-17-EG.

Attachments: [25-0525 Traffic Crash Location System Maintenance Agreement and A](#)

[25-0525 Disclosure, MS2, TCLS](#)

[DOT - Tech Committee - MS2 software](#)

8.16 [25-0515](#)

Joint resolution authorizing execution of a contract with D'Land Construction LLC of Algonquin, Illinois, in the amount of \$2,744,239.30 for the Gages Lake Road Water Main Replacement Project.

- The Lake County Department of Public Works operates the Wildwood water system, which serves a population of 14,000, as well as several learning institutions.
- The water main pipes are approximately 50 years old within the project area, are reaching the end of their service life, and need to be replaced. Certain segments of the water main need to be upsized to increase the capacity of the distribution system.
- The County received bids from five contractors for this water main work, ranging from \$2,744,239.30 to \$4,082,960.
- This project is in the Department's Fiscal Year 2025 capital budget with \$2,900,000 allocated for construction.
- The award of this contract is recommended to the lowest responsive and responsible bidder, D'Land Construction LLC of Algonquin, Illinois, in the amount of \$2,744,239.30.

Attachments: [25-0515 Bid Documents](#)

[25-0515 Bid Tab](#)

[25-0515 Project Location Maps](#)

[25-0515 Vendor Disclosure Form](#)

8.17 [25-0516](#)

Joint resolution authorizing execution of a contract with Archon Construction Company, Inc., of Addison, Illinois, in the amount of \$269,493 for the North Chicago Water Interconnect Meter Vault Rehabilitation Project.

- Lake County Department of Public Works (LCPW) owns and operates the Vernon Hills Water System that serves approximately 30,000 residents in the Village of Vernon Hills and surrounding areas, including unincorporated Knollwood and Rondout, as well as parts of Mettawa.
- This water system has an interconnect vault located in the Knollwood area that connects LCPW's system with the City of North Chicago's water system. The interconnect vault is approximately 40 years old and requires rehabilitation.
- The County received bids from one contractor for the work to rehabilitate the meter vault in the amount of \$269,493.
- \$550,000 was budgeted for this project in the Department's Fiscal Year 2024 capital budget for construction.
- The award of this contract is recommended to the lowest responsive and responsible bidder, Archon Construction Company, Inc., of Addison, Illinois, in the

amount of \$269,493.

Attachments: [25-0516 Bid Document](#)
[25-0516 Bid Tab](#)
[25-0516 Project Location Map](#)
[25-0516 Vendor Disclosure Form](#)

8.18 [25-0517](#)

Joint resolution accepting a grant from Congressionally Directed Spending through the U.S. Environmental Protection Agency (US EPA) Community Grants Projects to support the Lake County New Century Town Water Reclamation Facility (NCT WRF) Centrifuge Project, including an emergency appropriation of \$959,752 in grant funds and an emergency appropriation from Fund 610 Public Works Fund reserves.

- Lake County Department of Public Works (LCPW) owns and operates the NCT WRF in Vernon Hills. The NCT WRF is the second largest of the three LCPW treatment plants.
- All WRFs require a dewatering process to separate the solid waste from clear effluent. The current dewatering equipment at NCT WRF is in need of replacement.
- The NCT WRF Project will replace the existing belt filter presses and associated equipment in the sludge dewatering building with new centrifuge technology.
- The grant amount totaling \$959,752 will be provided to the LCPW through the US EPA and only 80 percent of the requested cost (\$1,199,752) will be funded. LCPW is also seeking an emergency appropriation for the remaining 20 percent (\$240,000) from fund reserves. There is sufficient fund balance to handle this project that was on the Public Works capital plan.
- The grant term is from September 2, 2024, to October 30, 2027, and was secured through the office of Congressman Brad Schneider.

Attachments: [25-0517 Emergency Appropriation](#)
[25-0517 USEPA Grant Award Agreement](#)

8.19 [25-0518](#)

Joint resolution authorizing a contract with M.E. Simpson Co. Inc. of Valparaiso, Indiana, for the Lake County Department of Public Works (LCPW) water main leak detection and locating services.

- A Request for Proposals (RFP) was issued for the purpose of selecting a short list of qualified firms to provide a presentation on their ability to perform water main leak detection and locating services for LCPW. The County received proposals for this work from three vendors.
- Based on the RFP review and interview presentations, LCPW selected M.E. Simpson Co. Inc. of Valparaiso, Indiana, as the most qualified vendor for Lake County.
- The award of this contract is recommended to M.E. Simpson Co. Inc. of

Valparaiso, Indiana, to provide water main leak detection and locating services, renewable annually for up to four years. Pricing is pursuant to Exhibit A of the agreement.

- \$120,000 was budgeted in Fiscal Year 2025 for these services.

Attachments: [25-0518 Agreement ME Simpson](#)
[25-0518 RFP Water Main Leak Detection](#)
[25-0518 Scoring Matrix](#)
[25-0518 Vendor Disclosure Form ME Simpson](#)

REGULAR AGENDA

FINANCIAL & ADMINISTRATIVE

Lake County Partners

8.20 [25-0459](#)

Lake County Partners Update.

Attachments: [LCP F&A Update 5-8-25](#)

County Administration

8.21 [25-0656](#)

Resolution approving a policy making framework.

- At the Committee's April 3, 2025, meeting, the County Administrator presented a draft policy framework for discussion that will guide the development, approval, implementation, and review of policies within the organization.
- Staff has made updates to the policy based on the discussion and Committee feedback and is bringing the framework forward for Board adoption.

Attachments: [Policy 1.1 Policy Making Framework DRAFT](#)

Facilities and Construction Services

8.22 [25-0532](#)

Resolution authorizing an agreement with BOS, Roselle, Illinois, for complete furniture design, installation, and value-added Services for Lake County, Illinois, as contracted on an as needed basis, with renewal options.

- Lake County's existing office furniture contract expires on June 8, 2025.
- A multi-departmental team was established to identify, develop, solicit, and evaluate a new furniture contract.
- The Lake County Purchasing Division received and evaluated Requests for Proposals from three firms and interviews were held with the top two ranked firms.
- Following a comprehensive review of the submitted proposals and the interview presentations, BOS was identified as the most qualified and most favorable for

Lake County.

- The contract provides for discounted rates throughout the catalog, a range of furniture types to provide options for departments and includes furniture and design services.
- This resolution authorizes the execution of the agreement with BOS for furniture design, installation, and value-added services on an as needed basis, as approved in the Budget, for a two-year contract with three one-year renewals.

Attachments: [RFP 25157](#)

[BOS Vendor Disclosure Statement](#)

[RFP 25157 Scoring Matrix](#)

[25157 Draft Agreement](#)

8.23 [25-0619](#)

Committee action approving Contract Modification Number Three with DLR Group, Inc., Chicago, Illinois for the continued architectural and engineering services and construction administration of the Robert W. Depke Juvenile Justice Complex Expansion - Phase 2 Bridge Projects in the amount of \$215,000.

- As part of the Fiscal Year 2023 Capital Budget Process and Facilities Capital Improvement Plan, Depke Phase 2 Bridge Project was authorized.
- Lake County Board authorized a contract with DLR Group, Inc. on October 12, 2021, for architecture and engineering services for the Depke Phase 2 Bridge Project services in the amount of \$694,000.
- The Finance and Administration Committee authorized Modification Number One on February 9, 2023, for architectural and engineering services and construction administration in the amount of \$446,883.
- The Finance and Administration Committee authorized Modification Number Two on September 26, 2024, for architectural and engineering services and construction administration in the amount of \$400,000.
- This modification is for additional design and administrative services needed due to unforeseen site conditions and renovations needed to the mechanical, electrical, interior design, and structural portions of the project.
- The original Agreement, awarded in accordance with the Local Government Professional Services Selection Act, 50 ILCS 510/1 et. Seq, anticipated subsequent services to be approved by the appropriate Lake County staff and/or the Lake County Board Committee and executed as a modification.
- In accordance with Section 33.082 of the Lake County Purchasing Ordinance, this contract modification is germane to the original contract as signed and is in the best interest of Lake County, it is hereby requested that the Purchasing Agent be authorized to enter into Contract Modification Number Three.
- This Committee Action authorizes Contract Modification Number Three with DLR Group, Inc. in the not to exceed amount of \$215,000 for the continued architectural and engineering services and the Construction Administration phase of the Depke Phase 2 Bridge Project increasing the contract from \$1,540,833 to \$1,755,833.

Attachments: [DLR Proposal Depke 041725](#)
[Contract 21164 Modification 3 DRAFT_18 April 2025](#)
[vendor disclosure statement v6 FINAL DLR Group 250422](#)

8.24 [25-0077](#)

Director's Report - Facilities and Construction Services.

Finance

8.25 [25-0664](#)

Resolution authorizing the emergency appropriation of Medicaid Match dollars for Fiscal Year (FY) 2025 for the Lake County Health Department & Community Health Center.

- The Lake County Health Department and Community Health Center receives Medicaid Match Managed Care Organization (MCO) funding annually from the Illinois Department of Healthcare and Family Services for Federally Qualified Health Centers (FQHC).
- The approved Budget Policies allow for these funds to be used as the primary source of funding for Health Department capital and facility projects, in accordance with the Health Department's approved capital improvement program.
- The Medicaid Match revenue and expenses will be recorded in a sub-fund of the Health Department, to ease accounting and fiscal management, given the multi-year nature of the projects.
- This action will emergency appropriate dollars for projects that were previously approved but not completed within FY 2024 as well as unallocated dollars for projects to be determined in FY 2025.

Attachments: [Medicaid Match Emerg Approp](#)

8.26 [25-0075](#)

Director's Report - Finance.

Human Resources

8.27 [25-0500](#)

Human Resources Annual Update.

Attachments: [Lake County HR Annual Update 2025 4.25.25](#)

Treasurer

8.28 [25-0499](#)

Treasurer's Office Annual Update.

Attachments: [Treasurer overview FY 2024](#)

9. County Administrator's Report

9.1 [25-0651](#)

Review of current landscape of federal funding.

9.2 [25-0678](#)

Review of personnel change in the Circuit Clerk's Office.

10. Executive Session

11. Member Remarks and Requests

12. Adjournment

Next Meeting: May 29, 2025