

# Lake County Illinois

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



## Agenda Report - Final

Thursday, June 26, 2025

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at:  
<https://bit.ly/3Fztov2>

**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](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.

**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
8. New Business

**CONSENT AGENDA (Items 8.1 - 8.23)**

**\*MINUTES\***

8.1 [25-0848](#)

Committee action approving the Financial and Administrative Committee minutes from May 29, 2025.

**Attachments:** [F&A 5.29.25 Final Minutes](#)

8.2 [25-0849](#)

Committee action approving the Financial and Administrative Committee minutes from June 5, 2025.

**Attachments:** [F&A 6.5.25 Final Minutes](#)

**\*REPORTS\***

8.3 [25-0747](#)

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

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

8.4 [25-0872](#)

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

**Attachments:** [FSG\\_Report\\_5-31-25.pdf](#)

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

[FSG 5.31.24.pdf](#)

8.5 [25-0840](#)

Finance Monthly Report - May 2025.

**Attachments:** [Monthly Financial Report May 2025](#)

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

8.6 [25-0828](#)

Joint resolution approving the United States Department of Housing & Urban Development (HUD) Program Years 2025-2029 Consolidated Plan, funding recommendations for \$4,997,276, and an emergency appropriation of \$253,436 of CDBG, NSP, and HOME Program income.

- Lake County is the recipient of HUD Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Emergency Solutions Grant (ESG) entitlement funding.
- As a condition of entitlement funds HUD requires the development and submission of a Consolidated Plan detailing five-year goals and strategies needed to address identified community needs.
- The Consolidated Plan also includes Program Year 2025 (PY25) activities receiving funding totaling \$3,144,037 of CDBG, \$1,631,705 HOME, and \$221,534 ESG funds.
- This resolution includes approval of an emergency appropriation of \$253,436 of CDBG, NSP and HOME Program income, which was received through these programs and must be reinvested in subsequent programming.

**Attachments:** [PY2025 Funding Recommendations](#)

[2025-2029 ConPlan DRAFT.pdf](#)

[Emergency Appropriation HUD Grants Program Income](#)

8.7 [25-0269](#)

Joint resolution approving the Lake County Affordable Housing Program (LCAHP) Program Year 2025 funding recommendations for \$625,288 and an emergency appropriation of \$5,538.

- In December 2024, Community Development staff received applications for eligible affordable housing programs and projects.
- Program Year 2025 (PY25) Lake County Affordable Housing Program Funds total \$625,288 and the funding consists of \$540,000 Fiscal Year 2025 (FY25) budget, \$79,750 from a repurposed PY24, and program revenue of \$5,000 from Prairie View Apartments and \$538 from Community Partners for Affordable Housing.
- Funding recommendations include \$175,288 to Community Partners for Affordable Housing, \$125,000 to Urban Muslim Minority Alliance (UMMA), \$100,000 to Habitat for Humanity of Lake County, \$90,000 to Youth Conservation Corps, \$80,000 to Lake County Housing Authority, \$40,000 to Coalition Legal, and \$15,000 to YouthBuild Lake County.

- This resolution includes approval of an emergency appropriation of \$5,538 of LCAHP Program income.

**Attachments:** [PY25 AHP Funding Recs](#)  
[Emergency Appropriation LCAHP Program Income](#)

**8.8** [25-0864](#)

Joint resolution approving an emergency appropriation of \$490,666 for fiscal year 2025 accepting additional funding from the United States Department of Housing and Urban Development Continuum of Care Housing Program grant.

- The Health Department received \$490,666 in additional grant funding for the period of May 1, 2025, through April 30, 2026, which was not previously appropriated because the grant resources were approved after the County's adoption of the Fiscal Year 2025 budget.
- This funding supports rental assistance for individuals and families experiencing homelessness, helping them to secure and maintain stable housing, while also covering eligible administrative costs necessary for the management and oversight of the program.
- This will fund client rent and utilities.
- If funding for the services ends, and new funding is not secured, the services will be eliminated.

**Attachments:** [Emergency Appropriation Template for FY25 May 2025 HUD](#)

**\*LAW & JUDICIAL\***

**8.9** [25-0822](#)

Joint resolution authorizing the renewal of the Lake County Children's Advocacy Center's program funding awarded by the Illinois Department of Children & Family Services (DCFS) through the Children's Advocacy Centers of Illinois for State Fiscal Year (SFY) 2026, including grant funding of \$626,682.48.

- The Lake County State's Attorney's Office has been awarded \$626,682.48 in grant funds from the Illinois Department of Children and Family Services.
- The grant term is July 1, 2025, through June 30, 2026.
- The Children's Advocacy Center and the Lake County State's Attorney's Office will use the funds to provide partial funding for the salary and benefits for the current four Victim Advocates, Program Director, Director of Outreach and Engagement, Executive Assistant, and contractual work for Forensic Interviewers assigned to the grant program.
- If funding for these positions ends, and new funding is not secured, the positions will be eliminated.

**Attachments:** [Lake County CAC - DCFS FY26 Award Letter](#)  
[Grant Accounting Spreadsheet to FAS\\_LCCAC DCFS FY26](#)

8.10 [25-0830](#)

Joint resolution authorizing the renewal of the Lake County Children's Advocacy Center's Violent Crime Victim Assistance (VCVA) grant awarded by the Illinois Attorney General's Office for State Fiscal Year (SFY) 2026, including grant funding of \$81,000.

- The Lake County Children's Advocacy Center has been awarded \$81,000 in grant funds from the Illinois Attorney General's Office.
- The grant term is July 1, 2025, through June 30, 2026.
- The Lake County Children's Advocacy Center will use the funds to fund the salary and partial fringe benefits for a Bilingual Victim Advocate/Forensic Interviewer.
- If funding for the positions ends, and new funding is not secured, the position will be eliminated.

**Attachments:** [Lake County CAC - VCVA FY 26 Grant Award](#)  
[Grant Accounting Spreadsheet to FAS - LCCAC VCVA FY26](#)

8.11 [25-0885](#)

Ordinance establishing fees for expungement cases to be charged by the Clerk of the Circuit Court.

- In 2020 and again in 2023, Lake County adopted ordinances setting fees for criminal cases, including specific fees for Petitions to Expunge and Seal, as authorized under Chapter 35 of the County Code.
- The Administrative Office of Illinois Courts updated its record-keeping manual effective October 1, 2024, mandating e-Filing for adult expungement and sealing petitions involving criminal cases as a new MX (Miscellaneous Criminal) case, which prompted the need for revised fee structures.
- Under the Criminal Identification Act, the Circuit Court Clerk is authorized to charge administrative fees for processing expungement and sealing petitions, while the Illinois State Police also charges a separate \$60 fee for processing these court orders.
- The Clerk must collect and remit the State Police portion of the fee and is also permitted to charge up to \$60 per petition and \$4 per certified copy, in alignment with state law.
- This ordinance amends the total administrative costs at \$152 per petition, regardless of offense count, and standardizes fees for petitions (\$60), mailing (\$10), certified copies (\$4), state police (\$60), and admin processing (\$10), effective immediately upon adoption. This is a decrease compared to the previous fee structure.

8.12 [25-0887](#)

Ordinance establishing fees for copy costs to be charged by the Clerk of the Circuit Court.

- In 2020, the Lake County Board amended Chapter 35 of its Code of Ordinances to establish copy and certification fees charged by the Circuit Court Clerk, including

fees for certified judgments, document reproduction, and hard copy printouts from digital records.

- Since then, the Clerk of the Circuit Court implemented upgraded case management technology that enables attorneys and parties of record to access documents electronically at no cost, while improving access efficiency for the general public.
- Due to restrictions under the Illinois Remote Access Policy, the Clerk cannot offer full electronic access to the general public, though the improved system significantly lowers the cost of reproducing documents.
- The Circuit Court Clerk is requesting a revision to the fee structure to reflect the reduced administrative burden and promote access to justice by lowering the cost of certified copies and document reproduction.
- The ordinance reduces the fee for certified judgment copies, following the first copy from \$10 to \$6; reduces the per-page document reproduction fee to \$0.25; and reduces the automated hard copy print output per-page fee from \$6 to \$0.25, making access to court documents more affordable for the public.

**8.13** [25-0870](#)

Joint resolution authorizing the renewal of the State's Attorney Violent Crime Victims Assistance (VCVA) grant program awarded by the Office of the Illinois Attorney General for state fiscal year (SFY) 2026.

- The VCVA grant administered through the Office of the Illinois Attorney General, with a grant period from July 1, 2025, through June 30, 2026, has been renewed. Funding for this grant began in 1990 and has been renewed each year.
- Grant program goals include the promotion of fairness and accountability, the coordination of services for victims and witnesses of domestic violence, and the promotion of policy and procedure for domestic violence cases in order to improve response by law enforcement and court personnel.
- The SFY 2026 grant will fund \$140,000 towards salary and fringe benefits for two full-time Domestic Violence Victim Specialists to serve as a liaison to victims of domestic violence in Lake County.

**Attachments:** [VCVA SFY25 26-0925-Budget Summary.pdf](#)

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

**8.14** [25-0865](#)

Joint resolution adopting the 2025-2030 Transportation Improvement Program as the official transportation program for the Lake County Division of Transportation.

- Illinois Road and Bridge Laws (605 ILCS 5/5-301) require County Engineers of the State of Illinois to annually prepare an updated five-year Transportation Improvement Program.
- The five-year Transportation Improvement Program is a planning document that serves, in part, as the scheduling component of Lake County's Long-Range Transportation Plan (2040 Transportation Plan) and is intended as a guide for future improvement and maintenance.

- The County Engineer and Division of Transportation staff have prepared the 2025-2030 Transportation Improvement Program and the County Engineer presented the program to the Public Works and Transportation Committee on May 28, 2025.
- The 2025-2030 Transportation Improvement Program aligns with the County Board Strategic Plan adopted in September 2023, including the Strategic Goal: Adaptive Infrastructure.
- The 2025-2030 Transportation Improvement Program is fiscally constrained based on the expected revenue over the five-year planning horizon.

**Attachments:** [25-0865 2025-2030 Presentation](#)

[25-0865 2025-2030 Preservation Map](#)

[25-0865 2025-2030 Modernization Map](#)

[25-0865 2025-2030 NonMotorized Map](#)

[25-0865 2025-2030 Expansion Map](#)

[25-0865 2025-2030 Project Programming Reports](#)

**8.15 [25-0866](#)**

Joint resolution authorizing an agreement with Baxter & Woodman, Inc., of Chicago, Illinois, for Phase III professional engineering support services for improvements to the intersection of Hunt Club Road at Washington Street, at a maximum cost of \$100,418, and appropriating \$120,000 of Motor Fuel Tax funds.

- Baxter & Woodman, Inc. of Chicago, Illinois, will be utilized to perform the Phase III professional engineering support services for improvements to the intersection of Hunt Club Road at Washington Street.
- Lake County selects professional engineering firms in accordance with the Local Government Professional Services Selection Act, 50 ILCS 510/1 et. seq.
- The Lake County Division of Transportation's Consultant Selection Process has been approved by the Federal Highway Administration and the Illinois Department of Transportation, and the firm selected for this project was selected in accordance with this approved process.
- The selected firm has a satisfactory past relationship with the Lake County Division of Transportation.
- This project is included in the Transportation Improvement Program with construction starting in 2025 and designated as Section 17-00095-19-CH.

**Attachments:** [25-0866 Hunt Club at Washington Intersection Improvements - Phase II](#)

[25-0866 Hunt Club Disclosure Form - Baxter & Woodman](#)

[25-0866 Location Map, Hunt Club Road at Washington Street](#)

8.16 [25-0868](#)

Joint committee action item approving Change Order Number 14 with Berger Excavating Contractors, Inc., Wauconda, Illinois, consisting of an increase of \$692,881.48 for additions to the Arlington Heights Road Reconstruction construction contract.

- Change Orders need to be approved by the standing committees for cumulative net increases over 10 percent.
- The Arlington Heights Road Reconstruction project is under contract with Berger Excavating Contractors, Inc., Wauconda, Illinois, in the amount of \$15,626,271.84 and designated as Section 17-00193-08-PV.
- The sum of all contract change orders to date is \$2,246,207.77, which represents a 14.4 percent increase over the original contract amount.
- Refer to attached Summary of Contract Change Orders for a description of all change orders.

**Attachments:** [25-0868 Arlington Heights Road Construction Change Order Number 14](#)  
[25-0868 Arlington Heights Road Construction Change Order 14](#)  
[25-0868 Arlington Heights Berger Disclosure Form](#)  
[25-0868 Location Map, Arlington Heights Road](#)

8.17 [25-0869](#)

Joint resolution authorizing an agreement for professional engineering services with International Cybernetics Company, LP dba Infrastructure Management Services (IMS), Largo, Florida, at a maximum cost of \$166,795.40, for annual pavement testing and management services and appropriating \$200,000 of Matching Tax funds.

- Lake County approved an agreement for professional engineering services with IMS in 1986 to implement a pavement management system.
- Approximately 50 percent of the county highway system is tested annually, including dynamic load testing and laser testing procedures.
- This information is used to prepare a five-year pavement preservation program to keep the county highway system in a state of good repair.
- Lake County selects professional engineering firms in accordance with the Local Government Professional Services Selection Act, 50 ILCS 510/1 et. seq., and the recommended firm has a satisfactory past relationship with the Lake County Division of Transportation.
- This project is included in the Transportation Improvement Program and designated as Section 25-00219-00-ES.

**Attachments:** [25-0869 2025 Pavement Management System IMS Field Testing Agree](#)  
[25-0869 IMS Vendor Disclosure Form](#)

8.18 [25-0834](#)

Joint resolution authorizing a contract with Kirschhoffer Truck Service, Inc., of Zion, Illinois, for the purchase of sand, gravel, stone, and spoil removal services in an estimated amount of \$298,311.

- The Purchasing Division prepared a shared-service bid to purchase materials including sand, gravel, stone, topsoil, and spoil removal services for the Lake County Department of Public Works, the Lake County Division of Transportation, the Village of Lincolnshire, the Village of Libertyville, and the City of Waukegan.
- The current contract expires on July 30, 2025.
- Funding for these materials and spoil removal services is included within the Department's Fiscal Year 2025 budget.
- An invitation to bid was issued and sealed bids were received from four vendors, ranging from \$170,520 to \$325,515 for the County bid items, one bid was determined to be non-responsive.
- Kirschhoffer Truck Service, Inc., was determined to be the lowest responsive and responsible bidder who best meets the needs of the County in an estimated amount of \$298,311, based upon unit pricing.

**Attachments:** [25-0834 Bid Tab](#)

[25-0834 Kirschhoffer Vendor Disclosure 25-26](#)

[25-0834 Sand and Gravel Bid Documents](#)

8.19 [25-0835](#)

Joint resolution authorizing the execution of a Maintenance Agreement with the Village of Deer Park for the Long Grove Road Lift Station and Sanitary Sewer Collection System.

- The County and the Village have previously entered into a Maintenance Agreement for the Long Grove Road Lift Station and Sewer Collection System, dated October 14, 2014, which expired on October 14, 2024.
- The Village desires to enter into a new agreement for a period of ten years in which the County will continue to provide maintenance services for the Village's lift station and related sanitary sewer mains.
- The Village would be invoiced for all labor, equipment, and materials.
- The agreement has been ratified and approved by the Village of Deer Park at their May 15, 2025, meeting.
- In accordance with County Board Rules, the State's Attorney's Office has reviewed this Intergovernmental Agreement prior to action by the County Board.
- This resolution authorizes the execution of a Maintenance Agreement with the Village of Deer Park for the Long Grove Road Lift Station and Sanitary Sewer Collection System.

**Attachments:** [25-0835 Deer Park Lake County Agreement for sewer operation and mai](#)

[25-0835 Map Deer Park Sanitary Atlas](#)

8.20 [25-0837](#)

Joint resolution authorizing the First Amendment to the Water Tower Lease Agreement with Chicago SMSA Limited Partnership (dba Verizon Wireless), Basking Ridge, New Jersey, for the long-term placement of telecommunications equipment at the Wildwood Water Tower.

- Lake County (County) owns the Wildwood Water Tower located at 32850 N. John Mogg Road, Grayslake, Illinois.
- The County and Verizon Wireless previously entered into a lease agreement for the placement of telecommunications equipment on the Wildwood Water Tower, dated May 31, 2002.
- The current lease agreement will expire in 2027, and Verizon Wireless is proposing to amend the lease agreement to adjust the monthly rent that Verizon Wireless pays the County and to extend the lease term.
- Verizon Wireless desires to keep the telecommunications equipment on the water tower to provide wireless phone and data services to its customers for four five-year terms.
- The First Amendment to the Water Tower Lease Agreement has been prepared which sets forth the terms and conditions of the lease, including a \$42,000 annual lease (\$3,500 monthly payment) with a 3 percent increase annually.
- The State's Attorney's Office and Purchasing Division have reviewed this First Amendment to Water Tower Lease Agreement prior to action by the County Board.
- This resolution authorizes the County Board Chair and County Clerk to execute a five-year lease agreement, with three five-year renewal options, with Verizon Wireless.

**Attachments:** [25-0837 First Amendment Verizon Lake County](#)  
[25-0837 Map Wildwood Water Tower](#)

8.21 [25-0839](#)

Joint resolution authorizing execution of an engineering services agreement with CDM Smith, Inc. of Chicago, Illinois, in the amount of \$97,890 for engineering services for the Lake County Water Main and Sanitary Sewer Infrastructure Assessment project.

- The Lake County Department of Public Works (LCPW) owns, operates and maintains 12 public water systems totaling more than 300 miles of water main as well as 8 sanitary sewer systems totaling nearly 500 miles of sanitary sewers.
- The purpose of this project is to generate updated quantitative infrastructure assessments for each pipe segment in the LCPW's sanitary sewer and water main systems.
- In addition, the assessment will determine the likelihood and probability of failures and provide a guide for repair/replacement.
- The engineering consultant will be utilizing data from existing sewer TV inspection, pipe material, age, break history, and critical locations to establish the quantitative

risk analysis score for each pipe segment and to help prioritize water main and sanitary sewer improvements to be included in LCPW's 5-year capital improvement plan.

- Lake County procured services from CDM Smith, 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 Engineering Services with CDM Smith, Inc. of Chicago, Illinois, in the amount of \$97,890 for this work.

**Attachments:** [25-0389 Vendor Disclosure](#)

[25-0839 CDM Smith Agreement for 2025 Pipe Assess](#)

**8.22** [25-0838](#)

Joint committee action approving Change Orders Number One, Two, Three, Four, and Five for the Highland Lake Water System Project (Phase-2 New Water Supply Well Drilling and Testing) with Municipal Well and Pump resulting in a cost increase from \$520,059 to \$691,292.

- Using awarded ARPA funds, on November 25, 2024, a contract was issued to Municipal Well and Pump to drill and test a new well on Lakeside Drive that will serve the Highland Lake Water System.
- Existing well log data provided a high level of confidence that sufficient water production would be found in the limestone formation aquifer, within 300 feet of the surface; sufficient production was not found within 300 feet of the surface, and the most prudent course of action is to drill additional well depth to the sandstone aquifer.
- Change Orders #1, 2, 3, 4 and 5 direct the contractor to continue well drilling, install casing pipe, compensate the contractor for unexpected downtime, modify the path of pumped test water, as well as descope unnecessary project elements, which resulted in a net increased cost of \$171,233 (contract \$520,059 to the final contract \$691,292).
- The original contract received ARPA funds, and the contract was executed by the County Administrator; the additional funds (\$171,233) necessary will be provided by the Department of Public Works enterprise funds and an emergency appropriation is requested.
- In accordance with Section 33.082 of the Lake County Purchasing Ordinance, when the total of change orders, contract modifications, or price adjustments on any contract approved by resolution by the County Board exceeds 10 percent of the original contract amount, approval of the standing committee in charge of the contracting department or agency and the Financial and Administrative Committee is required.
- This joint committee action authorizes and directs the Purchasing Agent to execute contract change orders one through five with Municipal Well and Pump increasing the original contract value from \$520,059 to \$691,292.

**Attachments:** [25-0838 Municipal Well Change Orders](#)  
[25-0838 Municipal Well Vendor Disclosure](#)  
[25-0838 Location Map](#)

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

**8.23 [25-0876](#)**

Joint resolution approving a contract with Living Habitats, LLC, Chicago, Illinois, for Professional Landscape Master Plan Design Services for Lake County in the amount of \$119,630 and authorizing a line-item transfer between General Operating Expense and the County Administrator's Office.

- A Statement of Interest (SOI) was issued to seek a landscape architect or engineering firm to create a landscape plan that preserves or enhances the appearances of the Libertyville Campus with the intention of setting standards for the wider portfolio of Lake County Facilities.
- The Lake County Purchasing Division received SOIs from 10 vendors, and interviews were held with the top three ranked firms.
- In accordance with the Local Government Professional Services Selection Act Living Habitats, LLC was selected as the most qualified firm.
- This agreement is for Phase 1 Analysis and Schematic Design for the former Winchester House site.
- The resolution authorizes a line-item transfer in the amount of \$60,428 from consultants in General Operating Expense to consultants in the County Administrator's Office Sustainability budget.

**Attachments:** [SOI 25191 VDS](#)  
[Summary ScoreMatrix](#)  
[LIT Landscape Master Plan](#)  
[2025-06-13 SOI#25191 Professional Landscape Master Plan Design Ser](#)

**REGULAR AGENDA**

**\*FINANCIAL & ADMINISTRATIVE\***

**County Clerk's Office**

**8.24 [25-0831](#)**

Resolution authorizing the execution of a contract with Runbeck Election Services, of Phoenix, Arizona, for Permanent Vote by Mail Notices and Audit Letter Mailings, in the annual amount of \$66,000.

- The County Clerk's Office is required to conduct two statutorily mandated mailings.
- A Voter Audit mailing is federally required every two years to contact all registered voters, ensuring the accuracy of the voter rolls.
- The County Clerk's Office will conduct a voter roll audit this year.

- The Voter Registration Audit, both printing and postage, is paid for by the Illinois Voter Registration State Grant.
- A Permanent Vote by Mail Notice is required by the State of Illinois to notify registered voters about the ability to enroll in the permanent vote by mail program; this mailing must happen no earlier than August before every November election.
- The County received eight bids for this project, ranging from \$66,000 to \$132,760.
- Award of this contract is recommended to the lowest responsive and responsible bidder, Runbeck Election Services, of Phoenix, Arizona, who best meets the needs of the County in the annual amount of \$66,000.
- Contract term is a two-year period from the date of award with up to three additional one-year renewals.

**Attachments:** [25209 Bid Documents](#)  
[25209 Bid Tab](#)  
[25209 Vendor Disclosure 2025\\_Redacted](#)

## Finance

### 8.25 [25-0809](#)

Presentation of the Fiscal Year (FY) 2024 Annual Comprehensive Financial Report (ACFR) and County-wide audit by Baker Tilly US, LLP.

**Attachments:** [Lake County - Comprehensive Annual Report 2024 - Final-2.pdf](#)

### 8.26 [25-0075](#)

Director's Report - Finance.

## Human Resources

### 8.27 [25-0878](#)

Committee action authorizing the reclassification of Emergency Management Agency position 33058- Communications Technician (Grade 5-Hourly) to a Radio Coordinator (Grade 9- Salary).

**Attachments:** [Radio Reclass Recommendation](#)  
[Radio Reclass Request](#)

## County Administration

### 8.28 [25-0894](#)

Resolution amending the annual compensation for the Lake County Sheriff based on state law change.

- Illinois Public Act 102-0699 was adopted in 2022 and states that the salary of a sheriff elected in a non-home rule county shall not be less than 80 percent of the salary set for the State's Attorney for the county in which the sheriff is elected.
- It is expected that for the upcoming fiscal year, the Sheriff's current salary,

established by the Lake County Board, will be less than 80 percent of the salary of the State's Attorney.

- This item amends the ongoing Sheriff's annual salary to ensure state law is being followed.

**9. County Administrator's Report**

**10. Executive Session**

**11. Member Remarks and Requests**

**12. Adjournment**

**Next Meeting: July 31, 2025**