

Lake County Illinois

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



Agenda Report - Final

Thursday, May 2, 2019

8:30 AM

Assembly Room, 10th Floor

Financial and Administrative Committee

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

CONSENT AGENDA (Items 7.1 through 7.8)

Approval of Minutes

7.1 [19-0732](#)

Minutes from March 7, 2019.

Attachments: [F&A 3.7.19 Minutes](#)

7.2 [19-0733](#)

Minutes from April 4, 2019.

Attachments: [F&A 4.4.19 Minutes Final](#)

7.3 [19-0734](#)

Executive Session minutes from February 28, 2019.

7.4 [19-0735](#)

Executive Session minutes from March 7, 2019.

7.5 [19-0736](#)

Executive Session minutes from March 7, 2019.

FINANCIAL & ADMINISTRATIVE

7.6 [19-0661](#)

Report from Robin M. O'Connor, County Clerk, for the month of March 2019.

Attachments: [LCC Report March 2019.pdf](#)

7.7 [19-0683](#)

Report from Mary Ellen Vanderventer, Recorder of Deeds, for the month of March 2019.

Attachments: [March 2019.pdf](#)

7.8 [19-0585](#)

Report from Holly Kim, Treasurer, for the month of January 2019.

Attachments: [Cash & Investment Jan 2018.pdf](#)
[Cash & Investment Jan 2019.pdf](#)

REGULAR AGENDA

PUBLIC WORKS, PLANNING & TRANSPORTATION

7.9 [19-0718](#)

Joint resolution authorizing an Intergovernmental Agreement (IGA) between Lake County (County) and Lakes Region Sanitary District (District) to merge operations leading to the District's dissolution.

- The "Restated and Amended" IGA will codify the implementation plan to have the County assume ownership and operation of the District systems following dissolution of the District.
- The IGA anticipates the County assuming operations in June 2019 and transferring customers to the County in December 2019.
- The District will dispose of remaining property and resolve the remaining debt before dissolving the district in 2021 and eliminating an approximately \$1,250,000 per year tax levy on approximately 11,000 parcels resulting in a tax relief of over \$100 per year per household.
- The IGA identifies the framework for Assumption of Operations and Function of the District leading to Closing and Dissolution.
- The IGA was approved by the Lakes Region Sanitary District at its April 4, 2019 meeting, pending approval by the County Board.

Attachments: [19-0718 LRSD Signed IGA Final.pdf](#)

FINANCIAL & ADMINISTRATIVE

7.10 [19-0711](#)

Lake County Treasurer Year in Review 2018, Highlights for 2019.

Attachments: [Treasurer overview for FA May 2019 final](#)

7.11 [19-0728](#)

Presentation from the Regional 9-1-1 Consolidation Project Governance Committees requesting that Lake County remedy dual or inconsistent addressing in unincorporated areas of Lake County.

- In July 1977, Lake County adopted an ordinance mandating standard addressing and its use for tax records, but granted exemptions for mailing addresses to several homeowners' associations (resulting in two addresses for these locations).
- Dual addressing is a public safety issue for two reasons:
 - Multiple addresses complicates emergency response - the 9-1-1 system and first responders must operate from a single, standard map to minimize response

- time and maximize coordination; and
- The State of Illinois has mandated adoption of Next Generation (NG) 9-1-1 geographic information system (GIS) standards by July 1, 2020 which requires a single address for each property or location.
- Multiple addresses in 9-1-1 databases, map layers, and telephone system databases make it difficult to identify a property or location when emergency services are needed which induces errors and delays in 9-1-1 systems and responses.
- There are approximately 3,000 properties in unincorporated Lake County with dual addresses.
- In the past, the issue of dual addressing has been brought to the County with no solution implemented.
- It is recommended that Lake County amend its 1977 addressing ordinance to establish a single address for each property in unincorporated Lake County ensuring each address / series of addresses follows established and NG 9-1-1 compliant GIS and public safety standards (sequential order, etc.).

Attachments: [911 Dual Addressing LCB Letter](#)

7.12 [19-0701](#)

Resolution authorizing a contract with Homestead Electrical Contracting, LLC, Ingleside, Illinois, for electrical construction of the Depke fire alarm and door control replacements.

- Lake County has a need to contract for the replacement of the fire alarm, the programmable logic controller (PLC) Security System for the Depke Juvenile Complex.
- The new fire alarm system will be on a network connecting four buildings together for central monitoring in the Detention Facility central control room.
- The PLC Security System will provide new touch screen automation for intercom, door and security camera control of the Detention holding areas.
- An invitation to bid was issued and extended to 27 qualified vendors and a sealed bid was received from one local vendor in the amount of \$1,597,408.
- Homestead Electrical Contracting, LLC was determined to be the lowest responsive and responsible bidder who best meets the needs of the County in the amount of \$1,597,408.
- Funding has been secured for this service through the Fiscal Year (FY) 2019 approved budget and the contract will be managed by the Facilities and Construction Services Department.

Attachments: [18143 Bid Document](#)

[18143 Bid Tab](#)

[18143 Award Information](#)

[Vendor Disclosure Statement](#)

7.13 [19-0669](#)

Committee action approving Change Order Number Four for the project management services for the property tax administration services with Beth Malloy and Associates, Chicago, Illinois, in the amount not to exceed \$119,660.

- In April 2014, a contract was awarded to Beth Malloy and Associates for consulting

services for Phases One through Five, in the amount of \$168,997, for the support of development and evaluation of the request for proposal process for the replacement of the Lake County's property tax administration system which included: needs assessments, development of an action plan, procurement plan, evaluation and review of submittals, and contract negotiation.

- In July 2015, the County Board approved Change Order Number One for phase six for the project management implementation of the new tax software system. The amendment provided for 24 months of project management as a time and material contract not to exceed \$576,303.
- In November 2017, the County Board approved Change Order Number Two to provide an additional 14 months of project implementation due to a delay in the implementation of the Tyler Tax System.
- In January 2019, the County Board approved Change Order Number Three in the amount of \$78,165 for project management services, providing for an average of 135 hours per month through April 30, 2019, estimated at \$26,055 per month. This change order is based upon a time and materials agreement, and increased the contract amount from \$1,141,388 to 1,219,553.
- As the project nears final implementation, there is a need for continued project management services for the iasWorld/Tyler Tech implementation. Change Order Number Four of the contract is essential for the smooth functioning of property tax collections given the termination of the contract with the legacy system provider.
- Change Order Number Four is based upon a time and materials agreement and is in a not to exceed amount of \$119,660. Payment for work through June 30, 2019 is estimated at \$42,460; payment for work from July 1, 2019 through November 30, 2019 is estimated at \$77,200. This change order increases the contract amount from \$1,219,553 to \$1,339,213.
- In accordance with Article 8, Section 101 (2) 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.

Attachments: [14043 AGREEMENT Modifcation 4 - April 2019.pdf](#)

[Exhibit B Modification 4- Consultant Proposal.pdf](#)

[14043 Purchasing Award Information change order number 4.pdf](#)

[Vendor Disclosure Form.pdf](#)

7.14 [19-0723](#)

Committee action authorizing reclassification of a position in the Department of Human Resources.

7.15 [19-0724](#)

Committee action authorizing reclassification of a position in the Lake County Sheriff's Office.

8. Executive Session

8.1 [19-0725](#)

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

8.1A [19-0726](#)

Committee action authorizing reclassification of a position in the 19th Judicial Circuit Courts.

8.1B [19-0727](#)

Committee action authorizing reclassification of a position in the 19th Judicial Circuit Courts.

8.2 [19-0730](#)

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

9. **County Administrator's Report**

10. **Members Remarks**

11. **Adjournment**

Next Meeting: May 9, 2019