

Lake County Illinois

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



Meeting Minutes - Final

Thursday, June 1, 2023

8:30 AM

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

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 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

Chair Frank called the meeting to order at 8:30 a.m.

2. Pledge of Allegiance

Vice Chair Vealitzek led the Pledge of Allegiance.

3. Roll Call of Members

Present 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Other Attendees:

In Person:

*Anthony Vega, County Clerk's Office
Ari Briskman, Sheriff's Office
Austin McFarlane, Stormwater Management
Brenda O'Connell, Community Development
Bruce Johnson, NICASA
Carissa Casbon, County Board
Carl Kirar, Facilities and Construction
Chris Blanding, Enterprise Information Technology
Cynthia Pruiim-Haran, County Clerk's Office
Eric Waggoner, Planning, Building, and Development
Gary Gibson, County Administrator's Office
Jim Chamernik, Sheriff's Office
Jim Hawkins, County Administrator's Office
John Light, Human Resources
Joy Gossman, Public Defender
Kevin Quinn, Communications
Kristy Cechini, County Board Office
Matt Meyers, County Administrator's Office
Melissa Gallagher, Finance
Patrice Sutton, Finance
RuthAnne Hall, Finance
Sandy Hart, County Board Chair
Stephen Gray, Treasurer
Vasyl Markus, Treasurer*

Electronically:

*Abby Krakow, Communications
Adam Krueger, Finance
Alex Carr, Communications
Anthony Vega, County Clerk's Office
Ashley Rack, Sheriff's Office*

Brea Barnes, Finance
Cassandra Hiller, County Administrator's Office
Dominic Strezio, Planning, Building, and Development
Elizabeth Thielen, NICASA
Eric Tellez, Planning, Building, and Development
Erin Cartwright Weinstein, Circuit Court Clerk
Errol Lagman, Finance
Janelle Miller Moravek
Jeremiah Varco, Facilities and Construction
Jolanda Dinkins, County Board Office
Jon Nelson, Division of Transportation
Kevin Hunter, Board Member
Zee Marina, Public
Marah Altenberg, Board Member
Mary Crain, Division of Transportation
Melanie Nelson, State's Attorney's Office
Michael Wheeler, Finance
Mike Klemens, Division of Transportation
Monica McClain, Payroll
Nick Principali, Finance
Nicole Rogers, Finance
Robert Glueckert, Chief County Assessor
Ruby Acosta, Finance
RuthAnne Hall, Purchasing
Shane Schneider, Division of Transportation
ShaTin Gibbs, Finance
Stacy Davis-Wynn, Purchasing
Terri Kath, Enterprise Information Technology
Theresa Glatzhofer, County Board Office
Tiffany Becker, Facilities and Construction Services

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment (Items Not on the Agenda)

There were no comments from the public.

6. Chair's Remarks

There were no remarks from the Chair.

7. Unfinished Business

There was no unfinished business to discuss.

8. New Business

CONSENT AGENDA (Items 8.1 - 8.12)

MINUTES

8.1 [23-0783](#)

Committee Action approving the Financial and Administrative minutes from April 27, 2023.

Attachments: [F&A 4.27.23 Final Minutes](#)

A motion was made by Member Clark, seconded by Member Kyle, that these minutes be approved. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.2 [23-0784](#)

Committee Action approving the Financial and Administrative minutes from May 4, 2023.

Attachments: [F&A 5.4.23 Final Minutes](#)

A motion was made by Member Clark, seconded by Member Kyle, that these minutes be approved. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

REPORTS

8.3 [23-0728](#)

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

Attachments: [April 2023](#)

A motion was made by Member Clark, seconded by Member Kyle, that this report be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.4 [23-0788](#)

Treasurer Holly Kim's Cash & Investment Report February 2023.

Attachments: [Treasurer Holly Kim's Cash & Investment Report February 2023](#)
[Treasurer Holly Kim's & Investment Report February 2022](#)

A motion was made by Member Clark, seconded by Member Kyle, that this report be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

PUBLIC WORKS AND TRANSPORTATION

8.5 [23-0731](#)

Joint resolution authorizing a contract with Superior Road Striping, Inc., Melrose Park, Illinois, in the amount of \$949,833.50 for the removal and replacement of pavement markings, and the removal and replacement of pavement markers on various County highways, which will be improved under the Illinois Highway Code for a total of 64.1 centerline miles and appropriating \$1,140,000 of Motor Fuel Tax funds.

Attachments: [23-0731 Bid Tab, 2023 Pavement Markings and Markers Replacment](#)
[23-0731 Vendor Disclosure, Superior Road Striping](#)

A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.6 [23-0758](#)

Joint resolution authorizing a contract with Conference Technologies, Inc of Itasca, Illinois, in the amount of \$43,538.70 for the standardization and upgrades for the audio/visual equipment in the Public Works Maintenance Training Conference Room.

Attachments: [23-0758 Training Room Tech Upgrades CTI Agreement](#)
[23-0758 Training Room Vendor Disclosure Statement](#)

A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.7 [23-0759](#)

Joint resolution authorizing a contract with Standard Equipment of Elmhurst, Illinois, in

the amount of \$50,000 for the term of four months for leasing a Vactor Sewer Cleaner for the Public Works sanitary sewer cleaning and inspections.

Attachments: [23-0758 Vactor Cleaner Lease Agreement](#)
[23-0758 Vactor Cleaner Vendor disclosure statement](#)

A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.8 [23-0732](#)

Joint resolution authorizing a contract with Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of \$2,552,377.77 for the resurfacing of Hunt Club Road, from Illinois Route 173 to State Line Road, which will be improved under the Illinois Highway Code for a total of two miles and appropriating \$3,063,000 of Matching Tax funds.

Attachments: [23-0732 Bid Tab, Hunt Club Road Resurfacing](#)
[23-0732 Vendor Disclosure, Peter Baker](#)
[23-0732 Location Map, Hunt Club Road \(IL Rte 173 to Wisconsin State Li](#)

A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.9 [23-0733](#)

Joint resolution authorizing an agreement with the State of Illinois/Illinois Department of Transportation (IDOT), for improvements at the intersection of Illinois Route 120 and O'Plaine Road and appropriating \$170,000 of ¼% Sales Tax for Transportation funds.

Attachments: [23-0733 Agreement, IL 120 at O'Plaine IDOT](#)
[23-0733 Location Map, IL Route 120 at O'Plaine Road](#)

A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.10 [23-0585](#)

Joint resolution authorizing an agreement with Baxter & Woodman, Inc. of Crystal Lake, Illinois, for Phase III construction engineering services for improvements at the intersection of Illinois Route 59 at Grand Avenue, at a maximum cost of \$994,401 and appropriating \$1,195,000 of ¼% Sales Tax for Transportation funds.

Attachments: [23-0585 Consultant Agreement, IL Rte 59 at Grand Ave](#)
[23-0585 Vendor Disclosure, Baxter & Woodman](#)
[23-0585 Location Map, IL Route 59 at Grand Avenue](#)

A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

8.11 [23-0736](#)

Joint resolution authorizing an agreement with Ciorba Group, Inc., Chicago, Illinois, to provide Phase II professional engineering services for improvements along Wadsworth Road, from Illinois Route 131 to Sheridan Road, at a maximum cost of \$3,048,093 and appropriating \$3,658,000 of ¼% Sales Tax for Transportation funds.

Attachments: [23-0736 Consultant Agreement, Wadsworth Rd Phase II](#)
[23-0736 Vendor Disclosure, Ciorba](#)
[23-0736 Location Map, Wadsworth Road \(IL 131 to Sheridan Road\)](#)

A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

PLANNING, BUILDING, ZONING AND ENVIRONMENT

8.12 [23-0729](#)

Joint resolution adopting the multi-jurisdictional 2022 Lake County All-Natural Hazards Mitigation Plan (ANHMP).

Attachments: [Memo ANHMP Resolution](#)

A motion was made by Member Clark, seconded by Member Kyle, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

REGULAR AGENDA

LAW & JUDICIAL

8.13 [23-0805](#)

Joint resolution ratifying a contract with Ben Watts Marina, Fox Lake, Illinois, for the purchase of two boat motors, the derigging of the old motors, controls, gages and wiring, and the rigging of new motor controls, steering system, gauges, and wiring for the Lake County Sheriff's Office Marine Unit in the amount of \$57,169.08.

Attachments: [2023-05-22 15-19](#)
[Emergency Procurement](#)
[2023-05-25 12-57](#)

Jim Chamernik, Business Manager, Sheriff's Office introduced Ari Brinkman, Sheriff's Office, and provided an overview of the purchase of two motors. Discussion ensued.

A motion was made by Member Pedersen, seconded by Member Danforth, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Pedersen and Vice Chair Vealitzek

Not Present: 1 - Member Parekh

PUBLIC WORKS & TRANSPORTATION

8.14 [23-0760](#)

Joint resolution authorizing execution of a contract with Manusos General Contracting Inc. of Fox Lake, Illinois, in the amount of \$7,347,000 for the White Deer Run Reservoir Project.

Attachments: [23-0760 White Deer Run Reservoir Bid Documents](#)
[23-0760 White Deer Run Reservoir Bid Tab As-Read](#)
[23-0760 Manusos Vendor Disclosure Statement](#)
[23-0760 WDR Reservoir Map](#)

Austin McFarlane, Interim Director, Stormwater Management, reported on the contract with Manusos General Contracting for the White Deer Run Reservoir Project.

Member Parekh joined the meeting at 8:34 a.m.

A motion was made by Member Clark, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.15 [23-0761](#)

Joint resolution authorizing an agreement with Christopher B. Burke Engineering, LTD, Rosemont, Illinois, in the amount of \$458,000 for construction engineering services associated with the White Deer Run Reservoir Project.

Attachments: [23-0761 White Deer Run CBBEL Final Agreement](#)
[23-0761 White Deer Run CBBEL Disclosure.033023](#)
[23-0761 WDR Reservoir Map](#)

Austin McFarlane, Interim Director, Stormwater Management, reported on the agreement with Christopher B. Burke Engineering, for the White Deer Run Reservoir Project.

A motion was made by Member Clark, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.16 [23-0734](#)

Ordinance requesting the conveyance of parcels of land for right-of-way and easements from the Village of Fox Lake and authorizing an agreement with the Village of Fox Lake for the Illinois Route 59 at Grand Avenue intersection improvement project.

Attachments: [23-0734 Agreement, IL Rte 59 at Grand](#)
[23-0734 Location Map, IL Route 59 at Grand Avenue](#)

Shane Schneider, Director, Division of Transportation, reported on the intersection improvement project at Illinois Route 59 and Grand Ave in Fox Lake.

A motion was made by Vice Chair Vealitzek, seconded by Member Clark, that this ordinance be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

FINANCIAL & ADMINISTRATIVE

County Clerk

8.17 [23-0750](#)

Resolution adopting a revised RHSP Fee as mandated Public Act 102-113.

Anthony Vega, County Clerk, and Cynthia Pruim-Haran, Deputy Chief, County Clerk's Office, reported on the Rental Housing Support Program fee adjustment. Discussion ensued.

A motion was made by Vice Chair Vealitzek, seconded by Member Parekh, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.18 [23-0751](#)

Resolution adopting a revised and increased County Recording Fee as mandated Public Act 102-113.

Anthony Vega, County Clerk, and Cynthia Pruim-Haran, Deputy Chief, County Clerk's Office, reported on the increase to the County Recording Fee. Discussion ensued.

A motion was made by Member Parekh, seconded by Vice Chair Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

Facilities and Construction Services

8.19 [23-0766](#)

Resolution authorizing execution of a contract with Crystal Maintenance Plus, Corp., Wheeling, Illinois in the estimated annual amount of \$237,470 for Janitorial and Housekeeping Services for Various Lake County Locations for a one year period with the option for four additional one year renewal options.

Attachments: [Vendor Disclosure Form](#)
[23052 Bid Final](#)
[23052 Bid Tab](#)

Carl Kirar, Director, Facilities and Construction, reported on the contract with Crystal Maintenance Plus for Janitorial and Housekeeping Services for various Lake County locations.

A motion was made by Member Kyle, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.20 [23-0767](#)

Resolution ratifying a contract with Partners in Design Architects, Inc., Riverwoods, Illinois, for architectural and engineering for a complete study of the Lincoln Plaza Egress Vestibule and approving Contract Modification Number One for Agreement Number 22160.

Attachments: [22160 Fully Executed Agreement](#)
[Vendor Disclosure Form May 2023](#)
[22160 Contract Modification 1 DRAFT 5-16-23](#)
[22160 Contract Modification 2 FINAL 5-31-23](#)
[22160 Partners in Design Proposal 5-10-23](#)
[Lake County Building Vestibule Added Scope 2023V2](#)

A motion was made by Member Danforth, seconded by Vice Chair Vealitzek, that this resolution be postponed to the June 8 Financial and Administrative Committee Meeting. The motion carried by the following voice vote.

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Kyle, Member Parekh, Member Pedersen and Vice Chair Vealitzek

8.21 [23-0756](#)

Discussion on Fiscal Year (FY) 2024 Facilities Capital Improvement Plan (CIP) Priorities.

Attachments: [FY24 Facilities CIP Priorities 01JUN23](#)

Carl Kirar, Director, Facilities and Construction, provided an overview of the priorities for the Facilities Capital Improvement Plan. Mr. Kirar also displayed the new application, ClearGov, used to track Capital Improvement projects. Discussion ensued.

8.22 [23-0679](#)

Director's Report - Facilities and Construction Services.

There was no Facilities and Construction Services Director's report.

Human Resources

8.23 [23-0096](#)

Director's Report - Human Resources.

There was no Human Resources Director's report.

Finance

8.24 [23-0098](#)

Director's Report - Finance.

There was no Finance Director's report.

Enterprise Information Technology

8.25 [23-0097](#)

Director's Report - Enterprise Information Technology.

There was no Enterprise Information Technology Director's report.

Treasurer

8.26 [23-0764](#)

Treasurer's Annual Update.

Attachments: [Treasurer overview for FA JUN 2023](#)

Holly Kim, Treasurer, introduced Vasyl Markus, Chief Deputy, Treasurer's Office, and Stephen Gray, who will be replacing Mr. Markus on June 9. Treasurer Kim provided an annual update on the Treasurer's Office which included an overview of the treasurer and collector, distribution of funds, operational challenges, unrealized losses, investments, and revenues. Discussion ensued. Treasurer Kim also provided an overview of the past year and the goals for the following year. Discussion ensued.

County Administration

8.27 [23-0790](#)

Discussion on Video Gaming Revenue Policy.

Attachments: [3.3.1 Video Gaming Revenue Policy 11.10](#)

Patrice Sutton, Chief Financial Officer, and Brenda O'Connell, Community Development Administrator, provided a follow up discussion to the Video Gaming Revenue Policy. Discussion ensued. There were four points the committee agreed to change in the policy.

Public Comment was made by:

Bruce Johnson

Elizabeth Theilen

9. County Administrator's Report

There was no County Administrator's report.

10. Executive Session

10.1 [23-0075](#)

Executive session to discuss a personnel matter pursuant to 5 ILCS 120/2 (c)(1).

10.2 [23-0101](#)

Executive Session to review closed session minutes pursuant to 5 ILCS 120/2 (c) (21).

10.2 [23-0789](#)

A

Committee Action approving the Financial and Administrative Executive Session minutes from May 4, 2023.

A motion was made by Member Pedersen, seconded by Member Parekh, that these minutes be approved. The motion carried by the following voice vote:

Aye: 4 - Chair Frank, Member Kyle, Member Parekh and Member Pedersen

Not Present: 3 - Member Clark, Member Danforth and Vice Chair Vealitzek

11. Members' Remarks

Member Casbon stated she is on the Board for the Visit Lake County and asked for Committee support for Patrice Sutton, CEO, to look into a new program request and for the Financial and Administrative Committee have a further discussion. The Committee

agreed.

12. Adjournment

Chair Frank adjourned the meeting at 11:20 a.m.

Next Meeting: June 8, 2023

Minutes prepared by Kristy Cechini.