

Lake County Illinois

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



Agenda Report - Final

Thursday, April 2, 2026

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at:
<https://bit.ly/4ltp1BY>

Financial & Administrative Committee

Americans with Disabilities Act: Individuals with disabilities who require accommodations for participation in meetings must request accommodations at least 1 business day ahead of the scheduled meeting. Contact the ADA Coordinator at (847) 377-2250 or email at adacoordinator@lakecountyil.gov

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
8. New Business

CONSENT AGENDA (Items 8.1 - 8.5)

MINUTES

8.1 [26-0335](#)

Committee action approving the Financial and Administrative Committee minutes from March 5, 2026.

Attachments: [F&A 3.5.26 Final Minutes](#)

REPORTS

8.2 [26-0314](#)

Report from Anthony Vega, County Clerk, for the month of January 2026.

Attachments: [County Clerk Monthly Finance Report for January 2026](#)

8.3 [26-0366](#)

Report from Anthony Vega, County Clerk, for the month of February 2026.

Attachments: [County Clerk Monthly Finance Report for February 2026](#)

PUBLIC WORKS & TRANSPORTATION

8.4 [26-0343](#)

Joint resolution authorizing the First Amendment to the Agreement for Sewer Disposal between Lake County and the North Shore Water Reclamation District.

- The County and the North Shore Water Reclamation District (NSWRD) entered into an Agreement for Sewage Disposal, effective November 1, 2015.
- The Agreement was established to continue to provide sewage disposal and sewage treatment services to customers within the Northeast Central Service Area, which encompasses Grayslake and Third Lake, portions of Hainesville, Gurnee, and Waukegan, as well as portions of Avon and Warren Townships.

- Under Section 7.8 of the 2015 Agreement for Sewer Disposal between Lake County and the NSWRD, the parties may renew the Agreement for an additional 10 years.
- This First Amendment to the Agreement renews the agreement for an additional 10 years and adjusts the treatment service payment to a NSWRD proposed 20 percent increase.
- The NSWRD approved the First Amendment to the Agreement on February 18, 2026.
- In accordance with County Board Rules, the State's Attorney's Office has reviewed this Intergovernmental Agreement Amendment prior to action by the County Board.
- This resolution authorizes the execution of the First Amendment to the Agreement for Sewer Disposal between the County and the North Shore Water Reclamation District by the County Board Chair and County Clerk.

Attachments: [26-0343 First Amendment to Agreement between NSWRD and LC](#)

[26-0343 2015 NSWRD LC Sewage Disposal IGA](#)

[26-0343 Location Map Northeast Central Service Area](#)

8.5 [26-0406](#)

Ordinance proposing the creation of Lake County Special Service Area (SSA) 18 and providing for a public hearing and other procedures in connection therewith the Del Mar Woods Subdivision, an unincorporated area within Lake County.

- The Del Mar Woods Sanitary District was created in the 1970s with the sole purpose of installing and maintaining a sanitary sewer system within the Del Mar Woods Subdivision. The district has since become dormant with no appointees and no assessment for the long term maintenance and management of the sanitary sewer system.
- The creation of Lake County Special Service (SSA) 18 is the first step in the replacement of the functions of the dormant Del Mar Woods Sanitary District. The Lake County Department of Public Works has expertise in the area of sanitary sewer operations and maintenance and the funds from SSA 18 will be utilized by the Lake County Department of Public Works for the operation, maintenance, improvement and possible future replacement of the sanitary sewer infrastructure located within the Del Mar Woods Subdivision.
- Further, this Special Service Area also has the ability to provide for future maintenance of stormwater infrastructure within the Del Mar Woods Subdivision.
- Should this SSA 18 creation be approved, County staff will then begin work on the formal dissolution of the Del Mar Woods Sanitary District in a separate process.
- If the Board approves this proposing ordinance, notice of the public hearing will be sent by publication and regular mail to the taxpayers in Del Mar Woods, and a hearing will be held by the Public Works and Transportation Committee, which shall hear and determine all protests and objections, and following that hearing and a 60-day petition period, the Lake County Board will establish the boundaries, record the ordinance, and set an annual levy on the properties listed within the Ordinance.

Attachments: [SSA Proposing Ordinance + Hearing Notice - FINAL.pdf](#)
[SSA Proposing Ordinance Exhibit A.pdf](#)
[SSA Proposing Ordinance Exhibit B.pdf](#)

REGULAR AGENDA

FINANCIAL & ADMINISTRATIVE

Lake County Partners

8.6 [26-0376](#)

Lake County Partners Update.

Attachments: [LCP F&A Update 4-02-26](#)

Facilities and Construction Services

8.7 [26-0368](#)

Committee action approving Contract Modification Number Two with Yellowstone Landscape, of Wauconda, IL for Lawncare and Landscape Services for Lake County Facilities.

- On September 10, 2024, the County Board authorized a contract with Yellowstone Landscape in the amount of \$95,291.
- On September 18, 2025, Contract Modification Number One increased the total contract amount to \$118,541.
- With the opening of the new Regional Office of Communications (ROC) building, additional landscape services are necessary to manage the surrounding wetlands and maintain the landscape around the building.
- 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 Two.
- This modification authorizes the wetland management for 2026 in the amount of \$42,548 and landscape maintenance for 2026 in the amount of \$16,840. Landscape maintenance for subsequent seasons are subject to an increase of up to 3.1 percent.
- This Committee Action authorizes Contract Modification Number Two with Yellowstone Landscaping in the estimated amount of \$177,929 for additional landscaping services.

Attachments: [24262-3 Yellowstone Landscape Award Letter Modification 1](#)
[2026-03-16 Contract 24262-3 Modification 2 DRAFT with Exhibits](#)
[2026-03-13 Vendor Disclosure Statement](#)

8.8 [26-0364](#)

Committee action approving a Job Order Contract (JOC) modification for unforeseen conditions in the execution of job order with AGAE Contractors, Elk Grove Village, Illinois, in the amount of \$365,000 to a not to exceed amount of \$1,165,000.

- In March 2026, a Job Order Contract (JOC) job order was issued to AGAE Contractors for the renovation of the Administrative Tower basement for a budgeted amount of \$800,000.
- Through the demolition process, asbestos containing material was identified that must be removed. Additionally, improvements to the heating, ventilation, and air conditioning (HVAC) equipment, electrical and communications systems, and hallway ceiling are also necessary to fully complete this project.
- 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.
- In accordance with Lake County Policy, 3.9, Job Order Contract (JOC) Policy, all unplanned JOC project job orders exceeding a threshold of \$350,000 require approval of the Financial and Administrative Committee prior to project job order execution.
- This Committee Action authorizes an increase in the use of the Job Order Contract with AGAE Contractors, increasing the original job order from \$800,000 to a not to exceed amount of \$1,165,000.

8.9 [26-0361](#)

Director's Report - Facilities and Construction Services.

- Job Order Contract (JOC) Report, 1st Quarter Fiscal Year 2026.

Attachments: [26-0361_2026_FCS_JOC_1st Quarter Presentation_02Apr26](#)
[JOC FY26_1stQuarterSummaryReport_18Mar26](#)

Finance

8.10 [26-0394](#)

Discussion of budget-related Finance policies in advance of preparation of the Fiscal Year 2027 Budget.

- Attached are the current Finance policies that govern Budget Preparation, Budget Execution and the specific guidelines for preparation of the Fiscal Year 2026 Budget. In preparation for the Fiscal Year 2027 Budget, staff has provided redlined recommendations for review and discussion with the Committee.
- The final policies, with any proposed changes, will be provided at the April 9, 2026, Financial and Administrative Committee meeting for consideration and action.

Attachments: [REDLINE 3.5 Budget Development Policy 04.02.26](#)
[REDLINE 3.5FY27 Budget Planning Policy 04.02.26](#)
[REDLINE 3.6 Budget Execution Policy 04.02.26](#)
[3.5 Budget Development Policy FINAL as APPROVED 10-14-2025](#)
[3.5.FY26 Budget Planning Policy FINAL as APPROVED on 04-08-2025 \(](#)
[3.6 Budget Execution Policy FINAL as APPROVED on 04-08-2025 \(25-0](#)

Human Resources

8.11 [26-0258](#)

Resolution authorizing an emergency appropriation for Fund 206 Liability Insurance and Risk Fund (“Risk Fund”) to fund settlement expenses in excess of the Fiscal Year (FY) 2026 budget in the amount of \$2,000,000 from the Fund 206 fund balance.

- Lake County has incurred settlement expenses in the Liability Insurance and Risk Fund 206 that exceed the amount approved in the Fiscal Year (FY) 2026 budget. There are known and pending settlements that exceed the amounts budgeted and planned for at the time the FY 2026 budget was proposed.
- The Fund 206 annual budget for claim and settlement expenses is established based on historical average spend, however budgeted settlement funds have already been utilized. Therefore, it is necessary to utilize the fund balance reserves from the Risk Fund to cover these additional settlement expenses.
- The Risk Fund has a fund balance policy that anticipates these unknown factors. It is made up of 12 percent of the following years budgeted expenses plus the amount of the actuarial analysis of open claims. Therefore, there are sufficient reserves in the fund to cover this emergency appropriation.
- Should this additional appropriation not be fully utilized, it will fall back into the Risk Fund reserves at the end of FY 2026.

9. County Administrator's Report

10. Executive Session

10.1 [26-0008](#)

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

10.2 [26-0015](#)

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

11. Regular Session (for action on Executive Session items)

11.1 [26-0363](#)

Committee action authorizing a reclassification of position 29052 in the Division of Transportation from Engineer (Salary.10) to a Senior Engineer (Salary.12) and increase the base pay of the incumbent to the minimum of the new pay grade.

11.2 [26-0336](#)

Committee action approving the Financial and Administrative Committee Executive Session minutes from March 5, 2026.

12. **Member Remarks and Requests**

13. **Adjournment**

Next Meeting: April 9, 2026