

# **Lake County Illinois**

*Central Permit Facility  
500 W. Winchester Rd  
Libertyville, Illinois 60048-1331*



## **Agenda Report - Final**

**Thursday, January 9, 2025**

**6:00 PM**

**500 W. Winchester Rd - Libertyville, Illinois**

**Lake County Stormwater Management Commission**

**PUBLIC ATTENDANCE:** There are two options for the public to attend the meeting: (1) in-person attendance at on the 2nd floor Central Permit Facility building 500 W. Winchester Road, Libertyville, Illinois, or (2) remote / virtual attendance through the link:

<https://us02web.zoom.us/j/84936989931>

Meeting ID: 849 3698 9931

One tap mobile

+13126266799,,85137896784# US (Chicago)

Dial by your location

+1 312 626 6799 US (Chicago)

**RECORDING:** Meetings, including Public Comment, will be recorded.

**PUBLIC COMMENT:** The public will be afforded time to comment on matters related to the business of the Lake County Stormwater Management Commission. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per Comment. 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.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

3.1 [25-0038](#)

Alternate Voting Status

**Attachments:** [Memo for Alternate Voting Status](#)

[CB Adopted 2022 SMC Representation Areas VER.02](#)

4. PUBLIC COMMENT

5. [25-0035](#)

Approval of November 7, 2024 meeting minutes

**Attachments:** [SMC November 7, 2024 minutes draft](#)

[25-0036](#)

Approval of December 5, 2024 meeting minutes

**Attachments:** [SMC December 9, 2024 minutes draft](#)

6. COMMISSION REPORTS

6.1 Director's Report

6.2 Chairman's Report

6.3 Commissioner's Report

7. ACTION ITEMS

7.1 [25-0037](#)

Approval of November and December 2024 Treasurer's Report

**Attachments:** [RSMP Treasurer's Report November 2024](#)

[SMC Treasurer's Report November 2024](#)

[DRWW Treasurer's Report November 2024](#)

[NBWW Treasurer's Report November 2024](#)

[SMC Treasurer's Report December 2024](#)

7.2 [25-0051](#)

Ratification of Des Plaines River Watershed Workgroup (DRWW) FY2025 Budget

- Lake County Stormwater Management Commission (SMC), under an on-going contract with the DRWW, acts as workgroup administrative and fiscal agents; therefore, SMC must ratify budgets approved by the Workgroup.
- The funds to pay for workgroup expenses are revenue from workgroup member dues, not SMC's levy.
- The DRWW Draft FY2025 Budget was approved by the DRWW Executive Board on November 21, 2024 and requires SMC ratification in order to pay vendors in FY2025.

**Attachments:** [FY25 DRWW Budget Accounts Executive Board Approved](#)

7.3 [25-0052](#)

Ratification of North Branch Chicago River Watershed Workgroup (NBWW) FY2025 Budget

- Lake County Stormwater Management Commission (SMC), under an on-going contract with the NBWW, acts as workgroup administrative and fiscal agents; therefore, SMC must ratify budgets approved by the Workgroup.
- The funds to pay for workgroup expenses are revenue from workgroup member dues, not SMC's levy.
- The NBWW Draft FY2025 Budget was approved by the NBWW Executive Board on October 9, 2024 and requires SMC ratification in order to pay vendors in FY2025.

**Attachments:** [FY25 NBWW Budget Accounts Executive Board Approved](#)

7.4 [25-0116](#)

Ratification of Des Plaines River Watershed Workgroup (DRWW) and Lake County Health Department (LCHD) FY2025 Technical Services Agreement

- Lake County Stormwater Management Commission (SMC), under an on-going contract with the DRWW, acts as workgroup administrative and fiscal agents; therefore, SMC must ratify the contracts approved by the Workgroup.
- The LCHD FY2025 Technical Services Agreement is for performing water chemistry monitoring services for the DRWW in the amount of \$89,084.50, was approved by the DRWW Executive Board on November 21, 2024, and requires SMC ratification.
- The funds to pay for workgroup expenses, including these contracts, are revenue from workgroup member dues, not SMC's levy.

**Attachments:** [FY25 DRWW LCHD Contract Fully Executed](#)

7.5 [25-0115](#)

Ratification of North Branch Chicago River Watershed Workgroup (NBWW) and North Shore Water Reclamation District (NSWRD) FY2025 Technical Services Agreement

- Lake County Stormwater Management Commission (SMC), under an on-going contract with the NBWW, acts as workgroup administrative and fiscal agents; therefore, SMC must ratify the contracts approved by the Workgroup.
- The NSWRD FY2025 Technical Services Agreement is for performing water chemistry monitoring services for the NBWW in the amount of \$24,055.00, was approved by the NBWW Executive Board on November 13, 2024, and requires SMC ratification.
- The funds to pay for workgroup expenses, including these contracts, are revenue from workgroup member dues, not SMC's levy.

**Attachments:** [FY25 NSWRD Agreement Fully Executed](#)

7.6 [25-0041](#)

2024 Annual Stormwater Infrastructure Repair Fund (SIRF) Summary Report

- The SIRF program was created in 2008 to assist in resolving interjurisdictional drainage and flooding related problems discovered through the Citizen Inquiry Response System and Flood Hazard Inventory process.
- The annual program is administered by Lake County Stormwater Management Commission (SMC) staff and all fund expenditures shall be approved by SMC.
- The SIRF policies and procedures require a minimum 50/50 project cost share match and a fund summary of implemented projects.
- Since 2008, the program overall total cost for 53 projects was \$11,016,025 and SMC has provided a cost match of \$1,653,023 (leverage ratio 6.7).

**Attachments:** [2024 SIRF Summary Report](#)

7.7 [25-0043](#)

Presentation by staff on properties owned or managed by Lake County Stormwater Management Commission (SMC).

- There are 45 parcels of property throughout the county managed by the SMC; 28 are owned by SMC and 17 are owned by the Illinois Department of Natural Resources, Office of Water Resources (IDNR-OWR).
- The majority (40) of property was acquired through the voluntary floodplain property buyout program with grant funding and 5 were acquired for flood mitigation projects.
- None of the properties have structures and the land is maintained as open space.
- SMC temporarily holds these properties until they can be transferred to local government entities for long-term ownership and maintenance.
- SMC has identified 28 of the properties to be transferred to local government entities in 2025.

**Attachments:** [SMC Managed-Owned Property](#)

**7.8** [25-0039](#)

Approval of Watershed Management Board (WMB) and Watershed Management Assistance Grant (WMAG) Funding Recommendations for Fiscal Year 2025.

- The annual WMB meeting was held on November 20, 2024, and the WMB and Lake County Stormwater Management Commission (SMC) staff reviewed 15 submitted projects.
- WMB funding available for FY2025 is \$189,610 and SMC received 15 project proposals with a combined total cost of \$4,307,659 and \$717,192 in requested WMB funding.
- WMB and SMC staff are recommending funding for ten (10) projects and WMB Application Summary and Recommendations attached.
- Recommended were nine (9) WMB projects with a total project cost of \$4,272,559 and WMB funding of \$177,150 and one (1) WMAG, with a total project cost of \$35,100 and a total WMAG funding of \$12,000.
- Any WMB project agreement exceeding the Executive Director's spending authority of \$50,000 will be presented to the SMC for approval.

**Attachments:** [FY25 WMB Project Recommendations](#)

[FY25 WMB Projects Location Map](#)

**7.9** [25-0040](#)

Approval of an Intergovernmental Agreement between Lake County Stormwater Management Commission and the Village of Buffalo Grove for Fiscal Year 2025 Watershed Management Board (WMB) Bordeaux Wetland Restoration and Drainage Improvements in the amount of \$64,910.

- The proposed project would improve drainage of Aptakistic Creek, reduce flooding of a multiuse trail, and reduce damage to the Prairie Elementary School parking lot.
- The proposed project would restore 11 acres of wetland including 2,100 linear feet of streambank stabilization, invasive vegetation management, native prairie plantings, wetland plantings, and multiuse trail improvements.
- The estimated project cost is \$1,958,000.
- The FY25 Staff and WMB recommended funding is \$64,910.

**Attachments:** [IGA for Bordeaux Wetland Project VER.02](#)

[Bordeaux Location Map and Preliminary Exhibits](#)

**7.10** [25-0058](#)

Approval of contract amendment #1 with Gewalt Hamilton Associates, Inc. Vernon Hills, Illinois for General Engineering Services in the not-to-exceed amount of \$324,000.00.

- SMC staff needs additional consultant support to complete work program tasks.
- Originating contract value was an amount of \$120,000.00 for current and future

projects.

- A project identified in the FY24 and FY25 work program as “DCEO-STOCIP FY25D North Flint Creek Tributary Improvements” has coordinated local support to advance the project into conceptual planning.
- SMC staff recommends approval of the contract amendment #1 with Gewalt Hamilton Associates, Inc. for General Engineering Services in the not-to-exceed amount of \$324,000.00 for current and future projects.

**Attachments:** [GHA Contract amendment #1](#)

7.11 **25-0059**

Approval of contract with Vizonomy, Inc. Arlington, Virginia to continue Capital Management & Planning software development of the INFLOW Platform for the Lake County Stormwater Management Commission (SMC) in the amount of \$182,208 for Fiscal Year 2025.

- The SMC entered into an agreement with Vizonomy, Inc., a leading Design & Data Strategy firm for data science, web visualization and online mapping for the implementation of SMC’s capital improvement program in April of 2022.
- INFLOW streamlines the application process for multiple grant programs administered by SMC; organizes, draft, current, ongoing, and past projects in a secure database; enables users to create projects and display the watershed geography and details for several hundred existing SMC projects.
- INFLOW provides effective project-based communication between applicants, project managers, and other authorized users, which has enabled staff to significantly expand SMC’s watershed project management capabilities.
- Pursuant to Chapter 33.066 Bid Exemption of the Lake County Purchasing Ordinance, the Purchasing Agent engaged an ad hoc committee that approved a bid exemption on December 16, 2024 based on an existing long-standing, successful relationship with Vizonomy, Inc.
- The knowledge gained through this relationship will continue to provide cost-effective solutions to streamline SMC’s countywide data framework, as described in the attached proposal.

**Attachments:** [Memo to Lake County Purchasing](#)  
[FY25 Vizonomy - Inflow Proposal](#)  
[Vendor Disclosure Statement Form Vizonomy](#)

7.12 **25-0060**

Approval of contract authorization with Baxter & Woodman, Inc. Crystal Lake, Illinois for DCEO Round 3 engineering and design services for Kings Island Flood Mitigation Project Fox Lake, Illinois in the amount of \$175,000.00.

- SMC staff needs additional technical support to complete work program tasks for the Department of Commerce & Economic Opportunity (DCEO) program.
- A Statement of Interest (SOI) for DCEO project services was advertised and

evaluated in 2021 in accordance with the criteria of the Local Government Professional Services Selection Act (50 ILCS 510) for interested in providing engineering services and related technical services to support SMC staff in completing projects under the DCEO grant program.

- Baxter & Woodman, Inc. was evaluated and recommended for inclusion into a resource pool of the top 8 qualified firms, this was presented to the SMC on January 6, 2022.
- The Kings Island Flood Mitigation Project Fox Lake, Illinois was received on October 7, 2022, for the SMC DCEO-STOCIP Regional Stormwater Infrastructure Request for Project Proposals.
- SMC will bring a future intergovernmental agreement with the Village of Fox Lake, IL for up to 50% of eligible PROJECT expenditures or \$175,000, whichever is less.
- SMC staff recommends approval of the Professional Services Agreements for engineering and design services with Baxter & Woodman, Inc., Crystal Lake, IL with the following 'not to exceed' amount of 175,000.00.

**Attachments:** [B&W Contract VER02](#)

[B&W Contract Project Location](#)

[B&W Contract County Forms](#)

**7.13** [25-0061](#)

Approval of DCEO contract authorization with Engineering Resource Associates, Inc. Warrenville, Illinois for technical support services Lake County, Illinois in the amount of \$100,000.00.

- SMC staff needs additional technical support to complete work program tasks for the DCEO program.
- SMC staff advertised a public notice in 2021 for a Statement of Interest (SOI) for DCEO Project Services and evaluated qualified consultants and/or firms in accordance with the criteria of the Local Government Professional Services Selection Act (50 ILCS 510) interested in providing engineering services and related technical services to support SMC staff in completing projects under the DCEO grant program.
- Engineering Resource Associates, Inc. was evaluated and recommended for inclusion into a resource pool of the top 8 qualified firms, this was presented to the SMC on January 6, 2022.
- SMC staff recommends approval of the Professional Services Agreements for technical support services with Engineering Resource Associates, Inc, Warrenville, IL with the following 'not to exceed' amount of \$100,000.

**Attachments:** [ERA Contract](#)

[ERA Contract County Forms](#)



7.14 [25-0119](#)

Approval of the 2025 Work Program for the Lake County Stormwater Management Commission (SMC).

- The recommended 2025 Work Program includes 198 ongoing services, projects, and programs that staff work on and are categorized according to the SMC organization functional areas: Administration, Public Information, Planning, Regulatory, Capital Improvement, Engineering, and Maintenance.
- Upon request, staff will be prepared to describe more complete information at the meeting, including specific objectives, more detailed descriptions, history, co-sponsors, funding arrangements, components to be completed this year for multi-year projects and rationale for inclusion.

**Attachments:** [Recommended 2025 Work Program Memo](#)  
[Draft January 2025 SMC Annual Work Program VER03](#)

**8. INFORMATION SECTION**

8.1 [25-0044](#)

Regulatory Reports November and December 2024

**Attachments:** [November 2024 Regulatory Reports](#)  
[December 2024 Regulatory Reports](#)  
[Wetland Restoration Fund Budget-Updated December 31, 2024](#)

8.2 Correspondence

8.3 Community Relations/Public Info

8.3.a [25-0057](#)

Upper Des Plaines Watershed Plan

**Attachments:** [Upper Des Plaines Watershed Plan Memo](#)

**9. EXECUTIVE SESSION**

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

**10. ACTION ITEM**

10.1 SMC determination of Executive Director annual salary increase for fiscal year 2025

**11. ADJOURNMENT**