

# Lake County Illinois

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



## Agenda Report - Final

Thursday, April 3, 2025

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at:  
<https://bit.ly/4iAZ8O9>

**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 - 8.22)**

**\*MINUTES\***

8.1 [25-0396](#)

Committee action approving the Financial and Administrative Committee minutes from March 6, 2025.

**Attachments:** [F&A 3.6.25 Final Minutes](#)

**\*REPORTS\***

8.2 [25-0409](#)

Finance Monthly Report - February 2025.

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

**\*LAW & JUDICIAL\***

8.3 [25-0436](#)

Joint resolution accepting a Funding Agreement for the Supreme Court of Illinois Court Technology Modernization Program and approving an emergency appropriation in the amount of \$1,267,391.69.

- The Illinois Court Technology Modernization Program will provide new equipment and infrastructure enhancements to the 19th Judicial Circuit Court that will offer additional services benefiting the court, court users and justice partners.
- Additional court technology equipment will include replacing old intercoms to a modern system that enhances security at the door and at scale with sharp video, clear audio, a built-in access reader, and cloud-managed call routing that works seamlessly across one device or across multi-devices.
- Additionally, funds will be used to update/replace old non-Windows 11 compatible desktop computers used in LEADS, Zoom Carts, OOP Kiosks (Windows 11 Compatible devices).

- Funding will also be used to replace all Case Management systems use by Adult Probation & Pretrial Services, Psychological Services and Juvenile Probation & Detention Services to “eSupervision” -Journal Technology Inc., will support the integration of all systems currently use by Justice partners (eCourt, eProsecutor, eDefender). This will also provide a seamless interface in providing data/information required by Administrative Office of Illinois Courts (AOIC).
- The Illinois Court Technology Modernization Program funding period is March 6, 2025 through June 30, 2025.

**Attachments:** [Illinois Supreme Court Application Approval.pdf](#)

[LIT Template - County Board JE 1267391.69 Technology Modernization](#)

**8.4** [25-0406](#)

Joint resolution authorizing an agreement with Magnet Forensics, Atlanta, Georgia, to process electronic evidence and perform data recovery for the Lake County State’s Attorney’s Office in an annual amount of \$53,507.47, with renewal options.

- Since 2021, the Cyber Lab within the Lake County State’s Attorney’s Office has been using Magnet Forensics’ GrayKey software for unlocking electronic devices to process evidence related to criminal cases.
- This software is the only commercial software available that allows lawful data recovery on new iOS devices and preserves that evidence for processing.
- 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 the basis of the fact that there is only one source for the required service.
- This agreement provides for software maintenance fees for a one-year period, with renewal options.
- The total cost of the software for Fiscal Year 2025 is \$53,507.47 for the current renewal period and will be expensed to Computer Fraud Forfeiture (Cyber) funds.

**Attachments:** [Bid Exemption memo on letterhead SIGNED.pdf](#)

[Vendor Disclosure Statement COMPLETED.pdf](#)

[5.2025 - 3.2026 Lake County SAO - GrayKey Premier Amendment \(Q-38](#)

[UPDATED Lake County SAO - GK Advanced \(Q-368846\) 2.27.2025.pdf](#)

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

**8.5** [25-0388](#)

Joint resolution authorizing the execution of an Amended and Restated Agreement for Retail Sanitary Sewer Service between Lake County and the Village of Hawthorn Woods.

- The County and the Village previously entered into an Intergovernmental Agreement (IGA) for Sewer Service, dated July 10, 1990. There were two amendments to this agreement, July 13, 1998, and dated April 11, 2017.

- The Village desires to amend and restate the agreement to continue to receive the retail sanitary sewer service.
- The County's extension of retail sanitary sewer service will ensure continued sanitary sewer collection, transportation, and treatment to the areas of the Village to be served under this agreement.
- The Village of Hawthorn Woods approved the IGA on January 27, 2025.
- This resolution authorizes the execution of the Amended and Restated Agreement between the County and the Village of Hawthorn Woods.
- In accordance with County Board Rules, the State's Attorney's Office has reviewed this Intergovernmental Agreement prior to action by the County Board.

**Attachments:** [25-0388 Lake Co-Hawthorn Woods Retail San Sewer IGA](#)

**8.6** [25-0389](#)

Joint resolution authorizing a temporary easement to the Village of Riverwoods located on property owned by the County of Lake, Department of Public Works.

- The Lake County Department of Public Works (LCPW) owns and operates a sanitary sewer system and lift station located along Saunders Rd. within the Village of Riverwoods (Village).
- LCPW owns property at 22252 N. Saunders Rd., Riverwoods, Illinois, which is adjacent to the Saunders Rd. right-of-way in the vicinity of said sewer system and lift station.
- The Village has an upcoming roadway improvement project along Saunders Rd. near the LCPW-owned property and lift station.
- The Village has requested a temporary easement from LCPW for grading purposes along said property. The temporary easement will not cause adverse impacts to LCPW.
- The Village roadway project is federally funded and therefore the Illinois Department of Transportation (IDOT) is involved in the project and property acquisition. IDOT requires a certified resolution with all property acquisition, including temporary easement acquisition.
- This resolution grants the temporary easement to the Village and authorizes and directs the Director of Public Works to donate the temporary easement and to execute the appropriate necessary documents related to the temporary easement in the form substantially herein.

**Attachments:** [25-0389 Affidavit of Title](#)

[25-0389 Donation Statements](#)

[25-0389 Receipt for Donation](#)

[25-0389 Temporary Construction Easement](#)

[25-0389 Location Map](#)

8.7 [25-0390](#)

Joint resolution authorizing a contract with Tecorp Inc. of Joliet, Illinois, in the amount of \$214,000 for the Lake County Department of Public Works water tower tank exterior cleaning services.

- The Lake County Department of Public Works owns and operates eight water tower tanks which require on-going professional cleaning services of the exterior surface of the elevated towers and standpipes.
- The County received bids from five contractors ranging from \$44,000 to \$387,335 for water tower tank exterior cleaning services. Four bidders were determined to be non-responsive.
- Two towers are scheduled for cleaning this year (\$52,000) and are accounted for in the Department's Fiscal Year 2025 budget (\$60,000).
- Award of this contract is recommended to the lowest responsive and responsible bidder, Tecorp Inc. of Joliet, Illinois, who best meets the needs of the County in the amount of \$214,000, to service the eight water tower tanks, executable over a multi-year period, renewable annually for up to three years.
- This resolution authorizes and directs the County Purchasing agent to execute a contract with Tecorp Inc. of Joliet, Illinois, in the amount of \$214,000.

**Attachments:** [25-0390 Bid Tab](#)

[25-0390 Vendor Disclosure 25-26](#)

[25-0390 Water Tower Cleaning Bid Docs - Final](#)

8.8 [25-0418](#)

Joint resolution authorizing a contract with Peter Baker & Son Company, Lake Bluff, Illinois, in the amount of \$791,825.20 for the resurfacing of various roads in the Fremont Township Road District, which will be improved under the Illinois Highway Code for a total of 3.33 miles.

- There was a public call for bids, and a total of three bids were received, ranging from \$791,825.20 to \$955,378, and the lowest responsible bidder is Peter Baker & Son company, Lake Bluff, Illinois, in the amount of \$791,825.20.
- In accordance with Illinois State Statutes and Illinois Department of Transportation Policy, Township Motor Fuel Tax funded projects are overseen by the Lake County Division of Transportation and the Lake County Board is responsible for awarding the construction contract.
- No Lake County funds are being used on this project.
- This improvement is designated as Section 25-07000-01-GM.

**Attachments:** [25-0418 Bid Tabulation - Fremont Road Resurfacing](#)

[25-0418 Vendor Disclosure, Peter Baker, Fremont](#)

[25-0418 Location Map, Fremont Township Road District Resurfacing 1](#)

[25-0418 Location Map, Fremont Township Road District Resurfacing 2](#)

8.9 [25-0419](#)

Joint resolution authorizing a contract with Payne & Dolan, Inc., Antioch, Illinois, in the amount of \$133,997.80 for the resurfacing of various roads in Newport Township, which will be improved under the Illinois Highway Code for a total of 0.50 miles.

- There was a public call for bids, and a total of four bids were received, ranging from \$133,997.80 to \$150,884.08, and the lowest responsible bidder is Payne & Dolan, Inc., Antioch, Illinois, in the amount of \$133,997.80.
- In accordance with Illinois State Statutes and Illinois Department of Transportation Policy, Township Motor Fuel Tax funded projects are overseen by the Lake County Division of Transportation and the Lake County Board is responsible for awarding the construction contract.
- No Lake County funds are being used on this project.
- This improvement is designated as Section 25-11000-00-GM.

**Attachments:** [25-0419 Bid Tabulation - Newport Road Resurfacing](#)  
[25-0419 Vendor Disclosure, Payne, Newport](#)  
[25-0419 Location Map, Newport Township Resurfacing](#)

8.10 [25-0257](#)

Joint resolution appropriating \$1,605,000 of Motor Fuel Tax funds for ice control salt materials needed for the 2025-2026 winter season.

- The Lake County Division of Transportation (LCDOT) participated in the County's joint procurement process for the acquisition of ice control salt for the 2024-2025 winter season, with the option for a one-year extension.
- LCDOT's contract for salt, which was provided by Morton Salt, Chicago, Illinois, will be extended for the winter season of 2025-2026, and an appropriation of funds is required.
- The 2025-2026 contract unit price will range from \$84.90 to \$89.15 per ton, based on industry Consumer Price Index adjustments, and 15,000 tons of ice control salt is estimated to be required.
- This project is included in the Transportation Improvement Program and designated as Section 26-00000-05-GM.

**Attachments:** [25-0257 Vendor Disclosure, Morton, Patrol 1](#)

8.11 [25-0420](#)

Joint resolution authorizing a contract with McGinty Bros., Inc., Long Grove, Illinois, in the amount of \$73,785 for ecological restoration management of wetland and upland buffer areas requiring native landscape maintenance.

- There was a public call for bids, and a total of one bid was received at \$73,785, and the lowest responsible bidder is McGinty Bros., Inc., Long Grove, Illinois, in the amount of \$73,785.
- The work includes seeding, mowing, installation of perennial plantings and mulch, and herbicide applications for weed control in various roadside detention basins

and roundabout islands.

- This project is included in the Transportation Improvement Program and designated as Section 25-00000-14-GM.

**Attachments:** [25-0420 Bid Tabulation - 2025 Native Landscape](#)  
[25-0420 Vendor Disclosure, McGinty, Native](#)  
[25-0420 Location Map, Native Landscaping 2025](#)

**8.12 [25-0421](#)**

Joint resolution authorizing a contract with Schroeder & Schroeder, Inc., Skokie, Illinois, in the amount of \$465,700 for concrete patching on various county highways and appropriating \$559,000 of Matching Tax funds.

- The Portland Cement Concrete Patching Program is an annual preventative maintenance program that preserves the surface quality and extends the life of the county highways. It also includes repairing damaged sidewalks, curbs, and gutters.
- There was a public call for bids, and a total of three bids were received, ranging from \$465,700 to \$794,311, and the lowest responsible bidder is Schroeder & Schroeder, Inc., Skokie, Illinois, in the amount of \$465,700.
- This project is included in the Transportation Improvement Program with construction in 2025, and designated as Section 25-00000-10-GM.

**Attachments:** [25-0421 Bid Tabulation - 2025 Concrete Patching](#)  
[25-0421 Vendor Disclosure, Schroeder, Concrete](#)  
[25-0421 Location Map, Concrete Patching 2025](#)

**8.13 [25-0422](#)**

Joint resolution authorizing a contract with Chicagoland Paving Contractors, Inc., Lake Zurich, Illinois, in the amount of \$820,000 for annual hot-mix asphalt maintenance of various roads on the county highway system and appropriating \$984,000 of Motor Fuel Tax funds.

- The Hot-Mix Asphalt Patching Program is an annual preventative maintenance program that preserves the surface quality and extends the life of county highways.
- There was a public call for bids, and a total of three bids were received, ranging from \$820,000 to \$1,102,353.62, and the lowest responsible bidder is Chicagoland Paving Contractors, Inc., Lake Zurich, Illinois, in the amount of \$820,000.
- This project is included in the Transportation Improvement Program with construction in 2025, and designated as Section 25-00000-13-GM.

**Attachments:** [25-0422 Bid Tabulation - 2025 Hot Mix Asphalt](#)  
[25-0422 Vendor Disclosure, Chicagoland, HMA](#)  
[25-0422 Location Map, HMA Patching 2025](#)



8.14 [25-0423](#)

Joint resolution authorizing a contract with Hoerr Construction, Inc., Goodfield, Illinois, in the amount of \$71,225 to install cured-in-place pipe liners in culverts located on Miller Road and Deerfield Road, and appropriating \$85,000 of County Bridge Tax funds.

- Culverts #568 on Miller Road and #1344 on Deerfield Road are at the end of their service life and require rehabilitation with cured-in-place pipe liners.
- There was a public call for bids, and a total of four bids were received, ranging from \$71,225 to \$188,931, and the lowest responsible bidder is Hoerr Construction, Inc., Goodfield, Illinois, in the amount of \$71,225.
- This project is included in the Transportation Improvement Program with construction to be completed in 2025 and designated as Section 24-00999-11-DR.

**Attachments:** [25-0423 Bid Tabulation - Culvert Lining 2025](#)  
[25-0423 Vendor Disclosure, Hoerr, Culvert](#)  
[25-0423 Location Map, Culvert Lining 2025](#)

8.15 [25-0425](#)

Joint resolution authorizing a contract with SKC Construction, Inc., West Dundee, Illinois, in the amount of \$28,904.04 to provide for crack sealing of hot-mix asphalt and concrete pavement, where necessary, on various county highways and appropriating \$35,000 of Motor Fuel Tax funds.

- The Crack Sealing Program is an annual preventative maintenance program that prevents the entry of water, dirt and debris into the cracks and extends the life of county highways.
- There was a public call for bids, and a total of two bids were received, ranging from \$28,904.04 to \$38,038.14, and the lowest responsible bidder is SKC Construction, Inc., West Dundee, Illinois, in the amount of \$28,904.04.
- This project is included in the Transportation Improvement Program with construction in 2025, and designated as Section 25-00000-04-GM.

**Attachments:** [25-0425 Bid Tabulation - 2025 Crack Sealing](#)  
[25-0425 Vendor Disclosure, SKC, Crack Sealing](#)  
[25-0425 Location Map, Crack Sealing 2025](#)

8.16 [25-0426](#)

Joint resolution authorizing a contract with Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of \$4,261,174.83 for the resurfacing of Old McHenry Road, from Quentin Road to Cuba Road, which will be improved under the Illinois Highway Code for a total of 3.16 miles and appropriating \$5,113,000 of Matching Tax funds.

- The improvement will include pavement resurfacing, widening of paved shoulders,

- installation of a left turn lane at Corporate Drive, curb and gutter replacement, culvert replacement, culvert lining, shoulder and centerline rumble strip installation, and other related items.
- There was a public call for bids, and a total of two bids were received, ranging from \$4,261,174.83 to \$5,113,808, and the lowest responsible bidder is Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of \$4,261,174.83.
  - This project is included in the Transportation Improvement Program with construction in 2025 and designated as Section 23-00999-95-RS.

**Attachments:** [25-0426 Bid Tabulation - Old McHenry Road Resurfacing](#)  
[25-0426 Vendor Disclosure, Peter Baker, Old McHenry](#)  
[25-0426 Location Map, Old McHenry Road Resurfacing](#)

**8.17** [25-0428](#)

Joint resolution appropriating \$3,610,000 of ¼% Sales Tax for Transportation funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with the improvements to segments one and four of the Patriot Path (Illinois Route 137 shared-use path).

- The Patriot Path is a new shared-use path planned to be constructed along Illinois Route 137 (Buckley Road) between the Des Plaines River Trail and the Robert McClory Bike Path. Segment one is from the Des Plaines River Trail to Sage Court and Segment four is from United States Route 41 to the Robert McClory Bike Path.
- Preliminary engineering plans and right-of-way plats identifying the right-of-way needs for the improvement have been prepared.
- This project is included in the Transportation Improvement Program with target construction in 2027 and designated as Section 15-00289-01-BT.

**Attachments:** [25-0428 Location Map, Patriot Path \(Segments 1 and 4\) ROW Appropriation](#)

**\*TECHNOLOGY\***

**8.18** [25-0442](#)

Joint resolution approving an agreement with Tyler Technologies, Moraine, Ohio, in the amount of \$36,750 for a Tyler Tax System software upgrade for the Chief County Assessment Office (CCAO) and authorizing a line-item transfer in the amount of \$7,592 from Per Diem Fees Computer System Software in the Property Tax Administration System project budget.

- The CCAO requires an upgrade to the Tyler Tax System software, which will update construction cost tables in the program providing greater accuracy in estimating property values throughout Lake County.
- The Tyler Tax System project budget has \$29,158 remaining for purposes such as this.
- A line-item transfer in the amount of \$7,592 is requested from account #101-2300010-72970, Per Diem Fees, to 101-1103383-84040, Computer System

Software, is requested for the remaining funding.

**Attachments:** [Lake County TM Order Form 10767465 Comparative Market Modeling M](#)  
[CCAO Tyler Tax Upgrade LIT](#)

**8.19** [25-0446](#)

Joint resolution authorizing a contract renewal with Mythics, LLC, of Virginia Beach, Virginia, in an amount not to exceed \$400,000 to host the Oracle (BOSS) system.

- Enterprise Information Technology (EIT) recommends renewing with Mythics, LLC for the hardware and software tools for cloud hosting services of the Oracle (BOSS) system.
- This provider supplies and supports the physical data center resources used to store and run the Oracle (BOSS) system.
- This contract authorizes a one-year term with Mythics, LLC with options of extending an additional, one-year period for a total not to exceed \$400,000 each year.
- In accordance with Chapter 33.115 of the Lake County's Purchasing Ordinance, a cooperative purchasing contract with Mythics, LLC has been identified through the Illinois Department of Innovations and Technology (CMT1116440) to procure needed goods, services, construction, or professional services that have been competitively solicited and awarded.
- The Illinois Department of Innovation and Technology competitively procured Oracle lines of products, services, and training that includes the purchase of database and middleware software, maintenance and support, through an Invitation for Bid (IFB). The Illinois Department of Innovation and Technology received one responding bid for which Mythics, LLC was awarded the contract.

**Attachments:** [25-0446 QUO.pdf](#)  
[25-0446 VDS.pdf](#)

**8.20** [25-0448](#)

Joint resolution authorizing contracts with CDW-G of Vernon Hills, Illinois, in the total amount of \$117,510 for a security identity protection project.

- This project is included in the 2025 Capital Improvement Program as part of the Technology Improvement Plan.
- This resolution authorizes agreements with CDW-G for the duration of one year with options of extending up to four additional one-year periods, for an initial term cost of \$117,510, which includes \$62,160 for professional services for implementation, \$20,100 for training, and \$35,250 licensing and support. Subsequent annual renewals of licensing and support are estimated to increase nine percent with each renewal for a total an estimated cost in the final term of \$49,758.25.
- In accordance with Section 33.115 of the Lake County Purchasing Ordinance, a cooperative purchasing contract with CDW-G has been identified through Omnia

Partners (23-6692-02) to procure needed goods, services, construction, or professional services that have been competitively solicited and awarded.

- Omnia partners competitively procured technology products, solutions, and related services through a Request for Proposal (RFP) that allowed multiple awards to qualified vendors. Omnia Partners received 18 proposals and identified five qualified vendors, of which CDW-G was awarded a contract.

**Attachments:** [25-0448 - QUO Redacted.pdf](#)

[25-0448 - SOW Redacted.pdf](#)

[25-0448 - VDS Redacted.pdf](#)

**8.21** [25-0451](#)

Joint resolution authorizing contracts with CDW-G of Vernon Hills, Illinois, in the total amount of \$566,647 for a network security modernization project.

- This project is included in the 2025 Capital Improvement Program as part of the Technology Improvement Plan.
- These contracts authorize agreements with CDW-G for an initial cost of \$566,647 which includes \$61,880 of professional services, and \$127,500 of hardware, with licensing and support for an initial term cost of \$377,268 including options of renewing two additional one-year periods. Subsequent annual renewals of licensing and support are not expected to increase with each one-year renewal.
- In accordance with Section 33.115 of the Lake County Purchasing Ordinance, a cooperative purchasing contract with CDW-G has been identified through Omnia Partners (23-6692-02) to procure needed goods, services, construction, or professional services that have been competitively solicited and awarded.
- Omnia partners competitively procured technology products, solutions, and related services through a Request for Proposal (RFP) that allowed multiple awards to qualified vendors. Omnia Partners received 18 proposals and identified five qualified vendors, of which CDW-G was awarded a contract.

**Attachments:** [25-0451 CDW-G SOW Redacted.pdf](#)

[25-0451 CDW-G VDS Redacted.pdf](#)

[25-0451 CDW-G QUO Redacted.pdf](#)

**8.22** [25-0450](#)

Joint resolution authorizing contracts with Comcast Business Communications, LLC of Philadelphia, Pennsylvania, in the annual amount not to exceed \$575,062 for fiber and broadband circuit internet services to support the network security modernization project.

- The contract with our current provider has expired and Enterprise Information Technology recommends moving to Comcast as the County's direct circuit provider for improved support, transparency, and cost efficiency.
- This change will modernize our network and add redundancy for greater security,

reliability, and control.

- This contract authorizes agreements with Comcast for the duration of three years with options of extending up to one additional three-year period, not to exceed \$575,062.
- In accordance with Section 33.115 of the Lake County Purchasing Ordinance, a cooperative purchasing contract with Comcast has been identified through General Services Administration (GSA) GS35F184BA to procure needed goods, services, construction, or professional services that have been competitively solicited and awarded.

**Attachments:** [25-0451 Comcast COAX PROJ-133361 11-03-2025.pdf](#)  
[25-0451 Comcast Wireless IL-322460-mazav2 14.03.25.PDF](#)  
[25-0451 Comcast Off Net IL-322460-mazad SOA 11-03-2025.pdf](#)  
[25-0451 Comcast On Net IL-322460-mazad SOA 11-03-2025.pdf](#)  
[25-0451 Comcast VDS.pdf](#)

## **REGULAR AGENDA**

### **\*FINANCIAL & ADMINISTRATIVE\***

#### **Human Resources**

**8.23** [25-0076](#)

Director's Report - Human Resources.

#### **Finance**

**8.24** [25-0443](#)

Resolution authorizing emergency appropriations for Fiscal Year (FY) 2025 in various funds for certain projects, items, and activities budgeted in the prior year and not completed.

- Since all unused appropriations lapse at the end of each fiscal year, it is necessary to “carry over” unspent budget authority from one fiscal year to the next under certain conditions as defined in the County's Budget Policies.
- These carryover requests include contracts which were unable to be completed in FY 2024 and uncompleted or ongoing projects that will not be complete until FY 2025.
- These items must be authorized through what is termed an “emergency appropriation” in order to transfer the budget authority that was previously granted in FY 2024 to FY 2025. The detailed accounts are included in the attachment.

**Attachments:** [April 25 Carryovers - Final](#)

8.25 [25-0484](#)

Resolution approving updates to the Finance policies, 3.5 Budget Development Policy, 3.5.FY26 Fiscal Year 2026 Budget Planning Policy, and 3.6 Budget Execution Policy, which provide County Board guidance for the development, execution, and preparation of the Fiscal Year (FY) 2026 annual budget.

- Each year, the County Board provides guidance for development of the annual budget. Guidance that is updated annually is found in Policy 3.5.FYxx which provides parameters or guidelines for a specific fiscal year.
- Policies 3.5 Budget Development Policy and 3.6 Budget Execution Policy provide fundamental policy that is reviewed annually but only updated as necessary. There are minor changes to these policies recommended to better reflect actual experience or for clarification.
- The guidance provided in the 3.5FY26 Planning Guidance includes direction regarding the property tax levy, new program requests, contributions to capital and other direction.
- These policies were discussed on March 27, 2025, at the Financial and Administrative Committee Meeting. The feedback received at the meetings and further refinement by Staff was incorporated in the proposed versions attached to this agenda item.

**Attachments:** [3.5.FY26 Budget Planning Policy \(Clean\) Proposed 4.3.25.pdf](#)  
[3.5.FY26 Budget Planning Policy \(Redline\) Proposed 4.3.25.pdf](#)  
[3.5 Budget Development Policy \(Clean\) Proposed 4.3.25.pdf](#)  
[3.5 Budget Development Policy \(Redline\) Proposed 4.3.25.pdf](#)  
[3.6 Budget Execution Policy \(Clean\) Proposed 4.3.25.pdf](#)  
[3.6 Budget Execution Policy \(Redline\) Proposed 4.3.25.pdf](#)

8.26 [25-0460](#)

Finance Annual Update.

**Attachments:** [FY25 Finance Annual Update](#)

**County Administrator's Office**

8.27 [25-0474](#)

Ordinance rescinding Chapter 31 County Organizations of the Lake County Code of Ordinances - Emergency Telephone System Board Ordinance.

- Lake County enacted an ordinance providing for the establishment of the Emergency Telephone System Board (ETSB) in 1990 for the Lake County 9-1-1 Service Area.
- At its June 2024 meeting, the Lake County Board approved and adopted an intergovernmental agreement (IGA) which consolidated multiple Public Safety Answering Points (PSAPs) in Lake County into a centralized dispatch and

communication center known as LakeComm, for the purpose of providing facilities, equipment, personnel, software, data processing and all other services necessary to the provisions of emergency and/or municipal dispatch and communication services to its members.

- Also at its June 2024 meeting, the Lake County Board approved and adopted an IGA that established the Joint Emergency System Board (JETSBS) of Lake County.
- The JETSBS is currently working to receive approval from the Illinois Statewide 9-1-1 Administrator and this dissolution needs to occur in order to proceed.
- The dissolution would be effective upon the approval of the JETSBS application. All assets, contracts, and agreements held by and all surcharge revenue and funds currently held will be transferred to the JETSBS of Lake County.

**8.28**    [25-0485](#)

Presentation and discussion regarding a policy framework that will guide the development, approval, implementation, and review of policies within the organization.

**Attachments:**    [Policy 1.1 Policy Making Framework DRAFT](#)

**9.        County Administrator's Report**

**10.       Executive Session**

**10.1**    [25-0068](#)

Executive Session to discuss pending litigation pursuant to 5 ILCS 120/2 (c)(11).

**10.2**    [25-0488](#)

Executive Session pursuant to 5 ILCS 120/2(c)(8) to discuss security procedures and the use of personnel and equipment to respond to an actual, threatened, or a reasonably potential danger to the safety of employees, staff, the public, or public property.

**10.3**    [25-0072](#)

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**    [25-0462](#)

Committee action approving the Financial and Administrative Committee Executive Session minutes from February 20, 2025.

**11.2**    [25-0463](#)

Committee action approving the Financial and Administrative Committee Executive Session minutes from February 27, 2025.

**11.3**    [25-0464](#)

Committee action approving the Financial and Administrative Committee Executive Session minutes from March 6, 2025.

12. **Member Remarks and Requests**

13. **Adjournment**

**Next Meeting: May 1, 2025**