

# Lake County Illinois

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



## **Agenda Report - Final**

**Wednesday, October 3, 2018**

**1:00 PM**

**Assembly Room, 10th Floor**

**Financial and Administrative Committee**

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

**CONSENT AGENDA (Items 8.1 - 8.5)**

**LAW & JUDICIAL**

**8.1 [18-0987](#)**

Joint resolution to enter into a two-year contract, with three one-year optional renewals, with Securus Technologies, Inc., Carrollton, Texas, to provide inmate phone, video visitation, and inmate tablet services for the Lake County Jail.

- The current contract is expiring and there is a need to enter into a new contract to provide inmate phones as well as expanded visitation options to include video visitation.
- Inmate phone services are provided by the Lake County Jail through a contract that provides revenue for inmate welfare through a commission rate based on gross revenue for telephone and video calls.
- The Sheriff's Office issued a request for proposal (RFP) to identify a qualified firm to provide an inmate phone, video visitation, and implement an inmate tablet program.
- The RFP was extended to 19 vendors and proposals were received from four vendors.
- In accordance with the evaluation criteria established in the RFP, the selection review team reviewed and determined that the proposal submitted by Securus Technologies, Inc. is the most qualified and favorable proposal for Lake County.
- Services include continued maintenance of telephones, visitor video kiosks, inmate pod video kiosks, and the implementation of an inmate tablet program.
- The resolution authorizes a two-year agreement with three additional one-year renewal options that will provide revenue for inmate welfare to the Lake County Jail.

**Attachments:** [18067 Inmate Phone Video Award Information.pdf](#)

[18067 Inmate Phone-Video Award Scoresheet.pdf](#)

[18067 RFP Inmate Phone Video final.pdf](#)

**8.2 [18-1094](#)**

Joint resolution approving and authorizing an agreement for contractual security services by and among Lake County, Lake County Sheriff's Office (LCSO) and the Midwestern Regional Medical Center, also known as the Cancer Treatment Center of America, located at 2520 Elisha Avenue Zion, Illinois, in the amount of \$297,982.14.

- The LCSO has provided security services for the Midwestern Regional Medical Center beginning in November 2015 at the special detail rate.
- The LCSO has negotiated a two-year security services agreement that includes 1 full-time Deputy.
- The revenue paid to the County will cover the salary and benefit costs for this deputy providing the security services.
- Security services will be provided every Monday through Friday, from 9:00 A.M. to 5:00 P.M., with the exception, of New Years' Day, Memorial Day, July 4th, Labor Day, Thanksgiving, the day after Thanksgiving, Christmas Eve and Christmas Day.
- Security services will include interior and exterior foot patrols of the hospital, parking garage, surface parking lots and campus; responding to emergency calls for service when requested, including all incidents involving weapons or the infliction of bodily harm; escort daily bank deposits and assuming security posts when necessary. The deputy providing security services will not be utilizing a County vehicle as part of this agreement.
- By entering into this agreement, it is necessary to create and add the full cost of one Deputy position to the LCSO position inventory.
- If funding for this contract position ends, the position will be eliminated.

**Attachments:** [2018 - 2020 Agreement for Providing Security Services to Midwestern Re](#)

**8.3** [18-1097](#)

Joint resolution approving an intergovernmental agreement (IGA) for part-time contractual police services by and among the Beach Park School District Number 3 (Beach Park School District), Lake County and the Lake County Sheriff's Office (LCSO) in the amount of \$128,457.93.

- During 2016, the LCSO and Beach Park School District piloted a part-time school resource officer program to provide police services in the form of a police/school resource officer (SRO) at the Beach Park Middle School.
- The main objectives of the program are to develop a positive relationship between law enforcement and the students, effectively deal with juvenile offenses/issues and to protect students and the school from violations of the law.
- The term of this renewal agreement is two years, beginning August 1, 2018, and ending July 31, 2020.
- The contract includes one part-time SRO for 16 hours per week while school is in session.
- On a monthly basis, the SRO will compile and present a report that includes information regarding the contacts made with parents and students, SRO recommendations to the school regarding changes and/or enforcement ideas on school policy.
- Beach Park School District will reimburse 100 percent of the cost for the SRO position for both years for the hours worked.
- The SRO will be assigned other duties in the Criminal Investigations Division while not serving as the SRO.

**Attachments:** [2018-2020 Beach Park School District SRO IGA.pdf](#)

## PUBLIC WORKS AND TRANSPORTATION

### 8.4 [18-1164](#)

Joint resolution appropriating \$31,000 of County Bridge Tax funds and \$154,000 of Matching Tax funds to provide for fiscal year (FY) 2019 acquisition of materials and services needed to maintain such items as drainage and bridge facilities, pavements, shoulders, guardrails, fencing, signage, and right-of-way, and designated as Section 19-00000-03-GM.

- Miscellaneous maintenance materials and services are needed to maintain the County highways.
- Before materials can be ordered, or work can be done using the County Bridge Tax fund or the Matching Tax fund, an appropriation is needed.
- The acquisition of these materials and services is included in the Highway Improvement Program.

### 8.5 [18-1165](#)

Joint resolution appropriating \$85,000 of County Bridge Tax funds and \$140,000 of Matching Tax funds for fiscal year (FY) 2019 miscellaneous services needed to address items such as soil, environmental, drainage, bridge, wetland, easement and right-of-way purchases, and designated as Section 19-00000-02-EG.

- Miscellaneous services are needed to improve the County highway system.
- Before miscellaneous services for construction projects can be done utilizing County Bridge Tax and Matching Tax funds, an appropriation is needed.
- The acquisition of these services is included in the Highway Improvement Program.

## REGULAR AGENDA

### LAW & JUDICIAL

### 8.6 [18-1087](#)

Joint resolution authorizing an intergovernmental agreement between the Village of Winthrop Harbor and Lake County for utilization of the Lake County Emergency Telephone System Board (ETSB) shared Infor/EnRoute Computer Aided Dispatch system.

- This agreement is made pursuant to the Illinois Constitution of 1970, Article VII, Section 10 and the Intergovernmental Cooperation Act, 5 Illinois Compiled Statutes (ILCS) 220/1 *et seq.*, between Lake County and the Village of Winthrop Harbor.
- The Infor/EnRoute Computer Aided Dispatch System (CAD) allows for timely and efficient transmittal of crucial public safety data to first responders in a shared environment in accordance with the Lake County ETSB's Vision Statement.
- This agreement was approved by the Lake County ETSB on June 5, 2018, and the Village of Winthrop Harbor approved this agreement on August 7, 2018.

**Attachments:** [LCETSB-Winthrop Harbor IGA](#)

### 8.7 [18-1095](#)

Joint resolution approving the Chicago Field Division (CFD), fiscal year (FY) 2019 Program-Funded Task Force Agreement between the United States Department of Justice, Drug Enforcement Administration (DEA) and the Lake County Sheriff's Office

(LCSO).

- This renewal agreement acknowledges the working relationship between the DEA and the LCSO. This is a two-year commitment and requires that an experienced Deputy Sheriff be assigned to the CFD of the DEA.
- The Lake County State's Attorney's Office has reviewed and approved this agreement for the LCSO participation in the task force.
- LCSO is responsible for establishing and paying the full cost, including any liability, of the officer assigned to the Task Force.
- The LCSO, subject to the availability of federal funds, will be reimbursed up to \$18,343.75 of overtime payments made to the assigned task force officer.
- Under the agreement, the DEA will be responsible for all costs associated with the CFD to ensure the success of the effort.
- Based on the LCSO's efforts under this agreement, the LCSO will receive a portion of any assets seized. Seized assets are distributed based on the number of jurisdictions involved and the number of hours each jurisdiction contributes to each effort.
- Since August 2016, the LCSO has received \$166,519.61 in the Federal Drug Seizure Funds.

**Attachments:** [2018 - 2019 DEA Memo 09-18-18.pdf](#)

[FY 2019 CFD DEA LCSO Executed IGA.pdf](#)

## HEALTH & COMMUNITY SERVICES

### 8.8 [18-1155](#)

Joint resolution approving supplemental 2018 Video Gaming Revenue (VGR) grant funding recommendation in the amount of \$80,000.

- In 2017, the County received letters of intent for VGR funds totaling \$1,013,500 including a request by United Way of Lake County (UWLC) to support a new countywide 211 service - a widely utilized tool to aid in health and human service delivery.
- In April 2018, the Lake County Board awarded \$554,230 in fiscal year 2018 funds to a variety of behavioral health service providers and reserved \$80,000 for potential future requests. UWLC's 211 application was not awarded funding at that time, given the need to demonstrate ongoing financial sustainability. It was anticipated that once a successful business and budget planning exercise was completed with County input, UWLC would reinstate its request for funding.
- At this time, UWLC has completed an implementation report and long-term budget plan demonstrating ongoing financial sustainability and has requested reconsideration of its funding request. The Health and Community Development Commission (HCDC) on September 12, 2018, voted to recommend the allocation by the Lake County Board of \$80,000 in unallocated fiscal year 2018 VGR grant funds to UWLC for costs of ServicePoint related to United Way Lake County 211.

**Attachments:** [UW Revised VGR Request 9.7.18.pdf](#)

## PUBLIC WORKS & TRANSPORTATION

### 8.9 [18-1162](#)

Joint resolution appropriating \$150,000 of the 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 improvement of Wadsworth Road at Dilley's Road, and designated as Section 17-00999-47-EG.

- Wadsworth Road at Dilley's Road will be improved with the construction of a roundabout.
- Preliminary plans and specifications for this improvement have been prepared.
- This improvement is included in the Highway Improvement Program with targeted construction in 2019.

**8.10**    [18-1163](#)

Joint resolution authorizing the disposal of excess property located on Wildwood Drive in the Village of Round Lake Beach, Illinois, via a quitclaim deed to the Village of Round Lake Beach.

- Lake County owns a parcel of property, approximately 0.35 acres on Wildwood Drive in the Village of Round Lake Beach, Illinois.
- This excess parcel was acquired in 1977 and is not needed for current or future transportation improvements by the Lake County Division of Transportation.
- On March 8, 2017, the Public Works and Transportation Committee (Committee) endorsed an Excess Property Disposal Policy that allows the County Engineer to identify county-owned, but no longer needed, property and dispose of it by sale to private parties or by transfer to other government agencies in accordance with state law.
- Excess properties are identified by the County Engineer, and brought to Committee for approval of disposal on a case-by-case basis.

**Attachments:**    [18-1163 Wildwood Excess Property Disposal Legal Description](#)

[18-1163 Wildwood Excess Property Quit Claim Deed](#)

**PLANNING, BUILDING & ZONING**

**8.11**    [18-1115](#)

Joint resolution authorizing on a certain named property, 27275 West Lakeview Drive South, Wauconda, Illinois, Parcel Identification Number (PIN) #09-34-401-019, the demolition of a dangerous and unsafe structure and related accessory buildings deemed to be an immediate and continuing hazard to the community.

- Pursuant to state law, the County Board has authority to expedite the demolition of any open and vacant buildings within unincorporated portions of Lake County that constitute an immediate and continuing hazard to the community per 55 Illinois Compiled Statutes (ILCS) 5/5-1121.
- Planning, Building and Development (PBD) has identified a residential building within unincorporated Lake County that constitutes an immediate and continuing hazard to the community in which the building is located.
- Upon County Board approval, the State's Attorney will notify the property owners and lienholders of record of the pending action pursuant to statute.
- Upon expiration of the 30-day notice period, if the property owners and lienholders of record have not caused the building to be demolished, repaired, or otherwise restored to a safe condition, or have not filed an appeal of the action in the Circuit Court Clerk's Office, PBD will initiate the demolition of the building and remove the single-family

dwelling and related accessory buildings, debris, or other hazardous, noxious, or unhealthy substances or materials.

**8.12** [18-1126](#)

Joint resolution authorizing an emergency appropriation for a transfer from the Stormwater Management Commission (SMC) fund balance to SMC's 'Consultants' account in the amount of \$100,000 for an unanticipated contract expenditure in the fiscal year 2018 budget.

- SMC passed a resolution opposing all reductions in environmental mitigation for the Foxconn and adjacent upstream development in the Des Plaines River watershed within Wisconsin.
- As a follow up to this action, SMC approved use of fund reserves to contract with an engineering consulting company to study potential upstream impacts.
- This study and contract were not anticipated and have not been budgeted, requiring an emergency appropriation.
- The State's Attorney's Office was consulted in the process.
- This resolution appropriates funds for the study and contract from the SMC Fund Balance (Fund 212) to the Consultants line item (71150).

**FINANCIAL & ADMINISTRATIVE**

**8.13** [18-1174](#)

Joint resolution approving an Intergovernmental Agreement (IGA), on behalf of the Lake County Sheriff and the Lake County Board, regarding the Regional 9-1-1 Consolidation Implementation Committee formed by 21 independent Public Safety Entities in Lake County.

- Lake County and local partners studied opportunities to enhance service levels and gain efficiencies by consolidating independent Public Safety Answering Points (PSAP) in Lake County.
- The Board led the development of a resolution passed by the 21 partner public safety entities agreeing to participate in the development of an implementation and migration plan and commitment to contribute funds to hire a project manager and consultant services.
- Lake County has agreed to serve as the administrative agent for employing the project manager, entering into contracts, making payments, receiving dues or grants or other revenue, and for providing the financial accounting and reports as required.
- The Intergovernmental Agreement outlines the purpose of the Regional 9-1-1 Consolidation effort, the expected expenditure of the collected funds, and the timeline of the project.

**Attachments:** [Memo](#)

[Info sheet Regional-911-Implementation-Committee-and-Governance-Str](#)

[911 Consolidation IGA - 9-7-18 - FINAL](#)

**8.14** [18-1161](#)

Resolution authorizing the Public Works Department to add two new positions to its budget, Accounting Specialist (pay grade S5: \$44,457 - \$57,433 - \$68,962) and Billing Technician (pay grade S4: \$39,382 - \$50,831 - \$60,997) as a result of absorbing the work

currently performed by the Lakes Region Sanitary District (LRSD) and compensate employees currently performing the work under the employment of LRSD at the same annual salaries and annual vacation accrual rates.

- The County entered into an Intergovernmental Agreement with LRSD to provide administrative/bookkeeping services.
- Currently, there are two employees who are employed with the LRSD who perform the work.
- These employees will become County employees, perform the same work, hold the positions of Accounting Specialist and Billing Technician and receive an annual salary of \$58,302 (which is above the midpoint of the current pay grade) and \$42,039 respectively.
- The individual holding the Accounting Specialist positions will accrue four weeks of vacation annually, the individual holding the Billing Technician position will accrue three weeks of vacation annually, and both will be eligible to receive all other fringe benefits available to County employees holding similar positions.
- Funding for these two positions will be provided by LRSD.

**9. Executive Session**

**9.1 [18-1153](#)**

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

**9.1A [18-1157](#)**

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

**9.1B [18-1154](#)**

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

**9.2 [18-1177](#)**

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

**9.2A [18-1178](#)**

Committee action authorizing settlement of County v. HDG, 17 L 494.

**10. County Administrator's Report**

**10.1 [18-1205](#)**

Presentation of an implementation road map for updates and enhancements to Financial Policies and Procedures.

**10.2 [18-1179](#)**

Follow up and next step pertaining to procurement card assessment report by Bronner Group, LLC.



11. **Members Remarks**

12. **Adjournment**

**Next Meeting: October 23 - 24, 2018 (BUDGET HEARINGS)**