

# **Lake County Illinois**

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



## **Agenda Report - Final**

**Tuesday, June 12, 2018**

**9:00 AM**

**Lake County Board Room, 10th Floor**

**Lake County Board**

CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

ROLL CALL OF MEMBERS

ADDITIONS TO THE AGENDA (FOR DISCUSSION ONLY)

SPECIAL RECOGNITION

1 [18-0697](#)

Presentation from the Lake County Convention and Visitors Bureau.

PUBLIC COMMENT (ITEMS NOT ON THE AGENDA)

CHAIRMAN'S REMARKS

OLD BUSINESS

NEW BUSINESS

CONSENT AGENDA (Items 2 - 34)

CLAIMS AGAINST LAKE COUNTY, IL

2 [18-0681](#)

Report of CLAIMS AGAINST LAKE COUNTY, ILLINOIS for the month of May 2018.

**Attachments:** [May 2018](#)

REPORTS

3 [18-0621](#)

Report from Joy Gossman, Public Defender, for the month of April 2018.

**Attachments:** [04-18 Main](#)  
[04-18 Main PTR](#)  
[04-18 JUV Main](#)  
[04-18 JUV PTR](#)

4 [18-0568](#)

Report from David B. Stolman, Treasurer, for the month of March 2018.

**Attachments:** [Cash & Investment Mar 2017](#)  
[Cash & Investment Mar 2018](#)

**5**      [18-0588](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of April 2018.

**Attachments:**   [April 2018.pdf](#)

**REAPPOINTMENTS****6**      [18-0605](#)

Resolution providing for the reappointment of Richard Moe as a member of the Public Water District.

**Attachments:**   [Richard Moe's Resume](#)

**7**      [18-0683](#)

Resolution providing for the reappointments of Casey Cesnovar and Ann Maine as members and Timothy Sashko as member at large of the Lake County Board of Health.

**Attachments:**   [Casey Cesnovar Resume](#)

[Timothy Sashko's Bio](#)

**8**      [18-0685](#)

Resolution providing for the reappointment of Linda Soto as Director of the PACE Suburban Bus Division of the Regional Transportation Authority.

**Attachments:**   [Linda Soto's Letter of Interest](#)

[Linda Soto's Bio](#)

**9**      [18-0693](#)

Resolution providing for the reappointment of Bruce A. Brown as a trustee of the Countryside Fire Protection District.

**Attachments:**   [Bruce A. Brown Resume](#)

**10**     [18-0696](#)

Resolution providing for the reappointments of Anthony J. Bilotti and Roger Simonson as members of the Southlake Mosquito Abatement District.

**Attachments:**   [Anthony J. Bilotti Resume](#)

**LAW AND JUDICIAL COMMITTEE****11**     [18-0595](#)

Joint resolution approving an Intergovernmental Agreement (IGA) for police services between the Lake County Sheriff's Office (LCSO) and the Village of Volo (Volo), from May 1, 2018 to April 30, 2021, in the amount of \$1,951,256.71.

- Volo and LCSO has agreed on terms to continue the police services contract for a three-year period from May 1, 2018, through April 30, 2021. LCSO has provided police services to Volo for 13 years.

- The contract includes a continuation of services which includes two, eight and a half hour shifts per day, for a total of 17 hours per day or 6,205 hours per year.
- This contract includes an increase to reflect anticipated labor costs, the cost of 911 dispatch services and additional costs into the pricing structure of the contract.
- This contract requires Volo, on a semi-annual basis, to rebate to LCSO all e-citation and prisoner review agency fees disbursed to the Volo by the Circuit Clerk.
- The remaining hourly rate charges are consistent with recently approved County police services contracts.
- The annual increase is sufficient to cover costs associated with this contract.

**Attachments:** [2018 - 2021 Intergovernmental Agreement for Police Services with the Vi](#)

**12**     **18-0618**

Joint resolution authorizing a contract with Galls, LLC, Lexington, Kentucky, to procure uniforms and accessories for the Lake County Sheriff's Office (LCSO) in the estimated annual amount of \$260,000.

- A contract is requested for the purchase of uniforms and accessories for LCSO.
- A Request for Proposal (RFP) was developed and extended to 15 vendors, sealed proposals were received from two vendors.
- Based on the criteria set forth in the RFP, an interdepartmental evaluation committee comprised of Finance and Administrative Services, and the LCSO selected Galls, LLC, Lexington, Kentucky, as the most qualified and advantageous proposal for Lake County.
- This resolution authorizes a one-year agreement with four additional one-year renewal options that will cost Lake County an estimated annual amount of \$260,000.

**Attachments:** [RFP 18013 Scoring Totals for Sheriff's Uniforms.pdf](#)  
[RFP 18013 Sheriff Uniforms Award Information.pdf](#)

**13**     **18-0510**

Joint resolution approving an Intergovernmental Agreement (IGA) between the Lake County Regional Superintendent of Schools, Lake County, Chief Judge of the Nineteenth Judicial Circuit, Adlai E. Stevenson High School District 125 and Lincolnshire-Prairie View District 103 for the provision of educational services at the Robert W. Depke Juvenile Justice Complex Center.

- This agreement is between the Lake County Regional Superintendent of Schools, Lake County, the Chief Judge of the Nineteenth Judicial Circuit, Adlai E. Stevenson High School District 125 and Lincolnshire-Prairie View District 103.
- The purpose of this IGA is to provide quality educational services and to receive state funding for these programs intended for school age children residing at the Lake County Hulse Juvenile Detention Center.
- The IGA shall commence on July 1, 2018, and continue until June 30, 2020, renewable for three additional one-year periods.

**Attachments:** [Educational Services Agreement 2018.pdf](#)

**14**     **18-0475**

Joint resolution authorizing an emergency appropriation in the amount of \$17,433 for a part-time therapist at the Hulse Juvenile Detention Center, with offsetting revenue from the

Regional Office of Education (ROE).

- The increased incidence of emotional and behavior disordered juveniles in the Hulse Detention Center has made educating the juvenile residents more challenging, particularly as the age of juvenile detention has increased to age eighteen.
- A part-time therapist would help to address this situation by working with the Court's Psychological Services, teachers, teacher's assistants, and juvenile counselors in addressing the emotional and behavioral issues of the juveniles as they adjust to the secure educational setting.
- The therapist would address mental health and substance abuse, family situations, trauma, and other factors impacting the juvenile residents including crisis intervention.
- Funding for the part-time therapist position has been secured from state revenue managed by the ROE.
- The State of Illinois Orphan Act provide revenue for education services and currently funds 11 positions at the detention center.
- This resolution authorizes an emergency appropriation in the amount of \$17,433 for the remainder of fiscal year 2018 with offsetting revenue from the ROE and authorizes an increase in head count in the Hulse Detention Center by one half a full-time equivalent (FTE).

**Attachments:** [Hulse Part Time Therapist COA.pdf](#)

**HEALTH AND COMMUNITY SERVICES COMMITTEE**

**15**     **18-0614**

Resolution delegating ServicePoint signature authority.

- ServicePoint is a web-based service coordination and homeless management information software administered by Lake County Community Development on behalf of the Lake County Coalition for the Homeless and the broader Lake County community.
- At its May 2018 meeting, the Lake County Board approved four legal documents for use by ServicePoint agencies, users and clients (as applicable):
  - Data Services Agreement - to be used by all ServicePoint agencies;
  - Client Authorization form - to be signed by all clients with information shared in ServicePoint;
  - Business Associate Agreement - to be signed by all Health Insurance Portability and Accountability Act (HIPAA)-covered entities; and
  - Business Associate Subcontractor Agreement - to be signed by vendors of HIPAA covered entities;
- This resolution delegates signature authority for ServicePoint legal documents to Lake County's Community Development Administrator.

**16**     **18-0615**

Resolution delegating representative selection of ServicePoint coordinating council.

- In order to effectuate a governance structure to set and enforce policies for the use of the system. Lake County Board approved the creation of a ServicePoint Coordinating Council (SPCC).at its May 8, 2018 meeting.
- The SPCC will be comprised of two representatives of four different uses of ServicePoint: 1) Homeless Management Information System (HMIS); 2) Coordinated Entry (a centralized waiting list for permanent supportive housing); 3) Service coordination between community agencies; and 4) [www.Findhelplakecounty.org](http://www.Findhelplakecounty.org).

- These four uses are led by 1-2) Lake County Coalition for the Homeless, 3) Lake County Board and its Housing and Community Development Commission (HCDC), and 4) United Way of Lake County.
- As SPCC is not a government body but a standing work group to coordinate and resolve disputes between different uses of ServicePoint and to respond to requests for data-sharing, it is requested that the Lake County Board delegate selection of Lake County's two SPCC representatives to its HCDC.

**17**     **18-0571**

Joint resolution approving the Second Amendment to the 2017 Housing and Community Development Annual Action Plan.

- The United States Department of Housing and Urban Development (HUD) requires the submission of an Annual Action Plan (AAP) and associated amendments to govern expenditure of federal housing and community development funding for each year of grant funding.
- Several large investments in new affordable housing projects in the 2017 AAP have been recommended for additional 2018 funding. Per HUD guidance, these activities should be removed from the 2017 AAP and placed in the 2018 AAP. These affordable housing investments include District Senior Living (Mundelein), Marjorie Hart (North Chicago) and LakePointe (Waukegan).
- The proposed Action Plan amendment shifts all activities receiving Program Year 2018 funds from the 2017 AAP into the 2018 AAP.

**Attachments:**   [2nd Amendment Lake County 2017 Action Plan](#)

**18**     **18-0573**

Joint resolution approving a Memorandum of Understanding (MOU) between Lake County and a previously approved sub-recipient of 2018 Community Development Block Grant (CDBG) funds.

- United States Department of Housing and Urban Development (HUD) under 24 CFR 570.200(h) permits CDBG grantees such as Lake County to allow its CDBG sub-recipients to begin spending on CDBG projects prior to receipt by Lake County of its CDBG award. The Lake County Board has approved such MOUs in the past, with sub-recipients traditionally willing to take the additional risk.
- The sub-recipient proposed for a 2018 MOU is the City of North Chicago. The City is looking to maximize the amount of days remaining in the 2018 construction season. The City of North Chicago will improve approximately 4200 linear feet of sanitary sewer in a low/mod income area.
- The proposed MOU will put the City of North Chicago on notice that the risk of incurring pre-award costs is borne by the sub-recipient and that such risks include both reimbursement of these expenses is completely dependent on the CDBG 2018 grant award provided by HUD and a potential outcome where no CDBG funds are awarded to it.

**Attachments:**   [MOU NC and LC Comm Dev. CDBG 2018.pdf](#)

**19**     **18-0617**

Joint resolution accepting the Des Plaines River Watershed Workgroup grant and authorizing an emergency appropriation in the amount of \$19,655 for the Lakes Project grant.

- The \$19,655 Des Plaines River Watershed Workgroup grant will be used for equipment, supplies and to offset existing staff salaries.
- The \$19,655 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year 2018 budget.
- The grant award will be for the period May 1, 2018 through January 31, 2019.

**Attachments:** [EA DRWW](#)

**20**     **18-0607**

Joint resolution approving the Illinois Department of Commerce and Economic Opportunity (DCEO) WIOA Rapid Response grant and Trade Adjustment Assistance (TAA) grant modifications; and authorizing an emergency appropriation in the amount of \$215,301.33.

- The TAA federal program provides funding for reemployment services to displaced workers who have lost their jobs as a result of increased imports or shifts in production outside the United States. The additional funds of \$116,563.93 are to be used for tuition and related training expenditures for the 64 displaced workers and funds of \$15,979 will be used for expenses associated with payment processing of training and transportation expenses. The grant period is April 1, 2017 through September 30, 2018.
- The WIOA Rapid Response grant modification of \$46,271.40 is for staffing expenses related to case management of the displaced workers. The grant period is July 1, 2017 through December 31, 2018.
- The WIOA Rapid Response grant modification of \$36,487 is to retain two industry sector specialists through June 30, 2018. This pilot program contracted with dislocated workers from key industry sectors including healthcare, manufacturing, information technology and transportation/distribution/logistics to increase the number of dislocated workers connected to high demand jobs. The program continues to meet its goals of connecting with over 600 dislocated workers and connecting job seekers to 56 employer events. The grant period is June 1, 2017 through June 30, 2018.

**Attachments:** [Jun'18 - CFY'18 Trade & WDRAP & 1EC Grant thru 4.17.18](#) [Enter GL F](#)

**PUBLIC WORKS AND TRANSPORTATION COMMITTEE**

**21**     **18-0587**

Ordinance providing for the establishment of an altered speed zone for 40 miles per hour (MPH), currently designated 55 MPH, on Neville Road, located in Wauconda Township in conformity with Chapter 625 - Section 5/11-604 of the Illinois Compiled Statutes.

- Ordinance is required to establish speed zones.
- The necessary speed studies have been undertaken at the request of the Wauconda Township Highway Commissioner.

**22**     **18-0608**

Joint resolution authorizing a contract with Precision Pavement Markings, Inc., Elgin, Illinois, in the amount of \$37,235 for the removal and replacement of reflective pavement markers with recessed reflective pavement markers which will be improved under the Illinois Highway Code for a total of 23 miles, appropriating \$45,000 of Matching Tax funds, and designated as Section 18-00000-12-GM.

- The County has raised and recessed reflective pavement markers delineating medians and lane lines throughout the County highway system.
- The Division of Transportation undertakes the removal and replacement, where necessary, of these reflective pavement markers.
- This project will replace raised reflective pavement markers with recessed reflective pavement markers at various locations on the County highway system.
- This project is included in the highway improvement program.
- A total of two bids were received, ranging from \$37,235 to \$55,165, and the lowest responsible bidder is Precision Pavement Markings, Inc., Elgin, Illinois, in the amount of \$37,235.

**Attachments:** [18-0608 Bid Tab - Reflective Pavement Marker.pdf](#)

**23**     **18-0609**

Joint resolution authorizing a contract with Superior Road Striping, Inc., Melrose Park, Illinois, in the amount of \$636,433.04 for the removal and replacement of pavement markings on Hot-Mix Asphalt (HMA) and concrete pavements, which will be improved under the Illinois Highway Code for a total of 40 miles, appropriating \$765,000 of Motor Fuel Tax funds, and designated as Section 18-00000-15-GM.

- The Division of Transportation participated in the County's joint procurement process for the removal and replacement of pavement markings on the HMA and concrete pavements.
- The Village of Buffalo Grove and the Village of Volo were the participants in this joint procurement.
- The County has miles of pavement markings for medians, lane lines, and cross walks on bituminous and concrete pavements.
- The thermoplastic, modified urethane, and contrast tape pavement markings last longer than paint, but eventually require replacement.
- This project is included in the highway improvement program.
- A total of four bids were received, ranging from \$636,433.04 to \$1,129,512.45 and the lowest responsible bidder is Superior Road Striping, Inc., Melrose Park, Illinois, in the amount of \$636,433.04.

**Attachments:** [18-0609 Bid Tab - Pavement Marking Replacement.pdf](#)

**24**     **18-0620**

Joint resolution authorizing an agreement for professional engineering services with Alfred Benesch and Company, Chicago, Illinois, for curb ramp data collection required for the American with Disabilities Act (ADA) transition plan, in an amount of \$214,615.89, appropriating \$260,000 of ¼% Sales Tax for Transportation funds for these engineering services, and designated as Section 18-00999-55-ES.

- Lake County's Risk Management Department is preparing an ADA Transition Plan to comply with current federal and state ADA regulations.
- As part of this work, the Division of Transportation (DOT) will complete an inventory of existing curb ramp locations throughout the County's right-of-way.
- DOT employees previously collected data on approximately 600 curb ramp locations during the winter of 2017-2018.
- DOT desires to use a consultant to complete the remaining data collection on



approximately 3,000 locations by December 31, 2018.

- In accordance with the Local Government Professional Services Selection Act, the recommended firm is Alfred Benesch and Company, Chicago, Illinois, in an amount of \$214,615.89.

**Attachments:** [18-0620 Curb Ramps ADA Transition Plan Agreement Draft.pdf](#)

**25**     **18-0391**

Joint resolution appropriating \$350,000 of Matching Tax funds for the 2018 Pavement Rejuvenator Program, and designated as Section 18-00000-16-PP.

- Lake County's new Pavement Rejuvenator Program will be an annual program consisting of applying a pavement rejuvenator, a maltene-based spray, on all new asphalt roadway surfaces completed in the prior year's reconstruction and resurfacing projects.
- The pavement rejuvenator has been found to add about five years of life to the pavement.
- The 2018 Pavement Rejuvenator Program will include the reconstruction and resurfacing projects from 2016, as well as County roundabouts.
- The 2019 Pavement Rejuvenator Program will include the reconstruction and resurfacing projects from 2017 and 2018.
- This project is included in the highway improvement program.

**FINANCIAL AND ADMINISTRATIVE COMMITTEE**

**26**     **18-0652**

Resolution declaring that the number of appeals annually filed with the Board of Review creates an emergency situation causing the need for an expanded Board of Review.

- This resolution recognizes that the three members of the Board of Review need additional assistance to complete the 2018 tax year hearings.
- This action must be done to allow the County Board Chair to appoint alternate members.

**27**     **18-0628**

Resolution authorizing a two-year agreement, with renewal options, with Johnson Controls, Addison, Illinois, (Johnson Controls) for fire pump and sprinkler service testing and preventative maintenance of various Lake County (County) facilities in the estimated annual amount of \$93,000.

- The County currently owns and operates Johnson Controls fire pump and sprinkler systems at the following facilities: Winchester House, 911 Center, Depke Juvenile Complex and Facility, Adult Probation Office, County Jail, Work Release Tower, Administrative Tower and Courts Complex, Coroner's Office, and the Multi-Department Storage Building.
- The service and maintenance contracts for the fire pump and sprinkler systems have expired. There is a need for ongoing routine service intervals and local fire-code authority testing of the fire pump and sprinkler system to maintain the current level of service and code compliance for the equipment.
- The Facilities Division identified a cooperative purchasing contract with Johnson Controls through the National Joint Powers Alliance (NJPA) to continue to procure fire alarm service testing and preventative maintenance for the equipment by the original equipment manufacturer (OEM) that was competitively solicited and awarded.
- Pursuant to Article 10-101 of the County's Purchasing Ordinance, Cooperative Purchasing, the County may participate in a cooperative purchasing agreement with

Johnson Controls, which will be effective immediately, and allows for annual renewals through June 30, 2021 for the procurement of approved hourly rates and equipment costs for future needs as budgeted.

**Attachments:** [18106 Award Information-Johnson Controls](#)

[18106 Lake County NJPA Pricing](#)

**28**      **18-0636**

Resolution authorizing a contract with CDW, Vernon Hills, Illinois, (CDW) for additional Tegile storage hardware in an estimated amount of \$147,612.

- Lake County (County), which uses Tegile storage hardware to provide storage to all departments for enterprise applications, desires to purchase additional Tegile storage hardware since its current storage hardware is at capacity.
- The County Purchasing Division identified a cooperative purchasing contract with CDW, through the National Intergovernmental Purchasing Alliance to procure needed equipment that was competitively solicited and awarded.
- Pursuant to Article 10-101 of the County Purchasing Ordinance, Cooperative Purchasing, the County may participate in a cooperative purchasing agreement for the procurement of goods with one or more public procurement units in accordance with an agreement entered into between the participants.
- The contract amount is \$147,612, which includes an annual software fee of \$28,800, dropping to \$9,600 for the final two years.

**Attachments:** [Award Information](#)

[Tegile Quote](#)

**29**      **18-0627**

Ordinance establishing prevailing wage rates for laborers, workers and mechanics employed by contractors or subcontractors in the performance of public works contracts in Lake County (County).

- Pursuant to Illinois Prevailing Wage Act (Act), the Illinois Department of Labor establishes and mandates prevailing wage rates for laborers, workers and mechanics employed by contractors or subcontractors in the performance of public works contracts in Counties.
- The County establishes, by ordinance, prevailing wage rates in compliance with the Act for prevailing wage rates for laborers, workers and mechanics employed by contractors or subcontractors in the performance of County public works contracts.

**Attachments:** [Current Rates 9.1.2017](#)

**30**      **18-0629**

Resolution authorizing a two-year contract, with renewal options, with Cott Systems, Inc., Columbus, Ohio, (Cott Systems) for records management system and services for the Office of the Recorder of Deeds (Recorder of Deeds) in the estimated annual amount of \$200,000.

- On April 11, 2006 the County Board approved a competitively solicited contract with Cott Systems to provide a turn-key records management service to support the Recorder of Deeds, which includes hardware, software, and annual maintenance required to operate

the program.

- Cott Systems is the sole proprietor and, as the only source that can provide the services, was approved for bid exemption by the Purchasing Agent in 2009 and renewed in 2013.
- The new contract provides for the lease of onsite hardware for the life of the contract including two virtual server hosts, a database and web servers server and a cost per unit for indexing and imaging/scanning records, which has decreased from \$1.46 to \$1.45.
- In accordance with Article 6, Section 102 of the Lake County Purchasing Ordinance, the Purchasing Agent approved a bid exemption on the basis that there exists a long standing, successful relationship for professional services, and the knowledge gained through this relationship adds value integral to the services provided for these services.
- This is a budgeted item and will cost an estimated annual amount of \$200,000.

**Attachments:** [Cott Proposal](#)

[Cott Award Information](#)

**31**      **18-0632**

Resolution authorizing a contract with CDW, Vernon Hills, Illinois, (CDW) for firewall network security in an amount of \$142,582.95.

- The firewall, which Lake County (County) utilized to provide critical protection to the County's network and data, is at its end of life cycle and will not receive support or updates from the manufacturer or vendor as of September 2018.
- Pursuant to Article 10-101 of the County's Purchasing Ordinance, Cooperative Purchasing, the County may participate in a cooperative purchasing agreement for the procurement of goods with one or more public procurement units in accordance with an agreement entered into between the participants.
- A cooperative purchasing contract with CDW has been identified through the State of Illinois (CMS) for Cisco Products to procure needed equipment that was competitively solicited and awarded.
- The County will utilize the CMS contract for a term of three, twelve-month renewals in the amount of \$142,582.95 (capital), with ongoing annual software maintenance costs of \$47,607.50 with a yearly standard escalation not to exceed the Consumer Price Index (CPI).

**Attachments:** [Award Information](#)

[Firewall Quote](#)

**32**      **18-0624**

Resolution authorizing a contract with Virgin Pulse, Inc, Providence, Rhode Island, (Virgin Pulse) for wellness program provider services for Lake County (County) in the estimated amount annually of \$209,640, with the first year estimated amount of \$219,640 which includes the implementation fee.

- The County's currently wellness program, "Commit to Fit", has been in place for approximately 14 years and is utilized by 20 percent of the eligible employees.
- In an effort to update the wellness program in a manner that maximizes participation and effectiveness, the Human Resources Department (Human Resources) sought proposals for a wellness service provider that can provide an online platform and

application that would allow employees to track and reward healthy behaviors and increase participation.

- A Request for Proposal (RFP), extended to 30 vendors, resulted in 13 sealed proposals. Three firms were selected for a demonstration and interview with an interdepartmental review team. Based on the criteria set forth in the RFP, the review team selected Virgin Pulse as the most favorable proposal for the County with a three-year contract, with two optional one-year renewals.
- Virgin Pulse will provide an innovative and incentive-based program that allows employees to access their wellness services online. The software will integrate with the County's current health risk assessment provider and, based on the usage by employees, provide the County data driven analytics and custom reporting.
- Implementation costs are in an amount not to exceed \$10,000 with annual software maintenance costs of \$89,000 for up to a five-year period.
- The contract, which provides a maximum of \$160 for participating employees, estimates a total countywide incentive payment of \$120,640 based on current program participation.
- Funding for the program will be provided through the Health/Life/Dental Fund and managed by Human Resources.

**Attachments:** [RFP 18044 Scoring Matrix](#)

[18044Award Recommendation](#)

**33**     **18-0631**

Resolution to create a 457(b) Plan Committee, and adopt bylaws through which the Committee will be organized and operated, to oversee Lake County's (County's) 457(b) plan investments.

- The County offers a 457(b) tax-exempt savings benefit/deferred compensation plan to employees. All assets of the plan are employee contributions with no match or supplemental funding from the County.
- Under the terms of the plan, the County is designated as the Plan Administrator.
- As the plan administrator, the County has several duties including (a) overseeing the plan's day-to-day operations; and (b) overseeing and monitoring the selection and performance of the investment alternatives provided to participants under the plan.
- In an effort to assist the County in the investment of funds within the 457(b) plan, the County Board approved a contract in February 2018 with Gallagher Benefits Services Inc, Chicago, Illinois, for retirement plan consulting services.
- Based on the amount of funds within the County's 457(b) plan, the County is required to create a committee to efficiently and effectively perform such duties. The committee, organized and operated in accordance with bylaws adopted by the County Board, would include members from Human Resources, the State's Attorney Office, Finance and Administrative Services and the Treasurer's Office.

**Attachments:** [Lake County 457 \(b\) Plan Committee Bylaws](#)

**34**     **18-0635**

Resolution amending Lake County Compensation Program Procedures Policy 5.11, Section 10B, Demotion as a Result of Performance, Voluntary Request of the Employee or Reduction in Work Force and add the new Section 6D, Offers above the Midpoint for Professional and Management Employees.

- The current policy requires employee demoted because of performance, voluntary request or reduction in workforce to move to the same relative position in the new (lower) pay range as the old (higher) pay range. On average, the reductions are approximately \$20,000 annually and can create internal equity issues.
- It is recommended that the policy be amended in the following ways:
  - Employee wages be decreased by a minimum of five percent, the same amount as the promotional increase or reduced to the maximum of the range (only if the employee's wages are above the maximum of the new lower pay range) for demotions due to performance related issues;
  - Employee wages remain the same, be reduced to an amount that maintains internal equity or be reduced to the maximum of the new (lower) pay range, if the employee voluntarily accepts a position classified in a lower pay grade, a demotion occurs because of a lay-off or if the employee voluntarily accepts a position in a lower pay grade; and
  - The County Administrator shall have the discretion to offer newly hired employees holding positions classified in pay grades nine and above annual base salaries up to the 75-percentile of the respective pay range.

**Attachments:** [Compensation Program Procedures\\_redline](#)

## **REGULAR AGENDA**

### **LAKE COUNTY BOARD**

#### **35     [18-0682](#)**

Resolution urging the State of Wisconsin to reconsider actions that waive enforcement of or compliance with regulations and laws for the Foxconn/Upstream Development in the headwaters of the Des Plaines River.

- Earlier this year, the State of Wisconsin passed legislation waiving environmental regulations for and providing various incentives to Foxconn/ Upstream for the construction of manufacturing facilities in the headwaters of the Des Plaines River.
- The development includes (a) filling 26 acres of wetlands without an Environmental Impact Study in an area which will detrimentally impact people and properties within a downstream Lake County area which has suffered significant property damage due to flooding; (b) the diversion of approximately seven million gallons of water per day from Lake Michigan; and (c) the treatment and return of over four million gallons of water per day to Lake Michigan.
- Racine County - which is known for its heavily polluted air and where the Foxconn/ Upstream development will occur - was identified by the U.S. Environmental Protection Agency as an attainment area which does not require Foxconn/ Upstream to install stringent pollution control equipment.
- Based on concerns regarding the environmental impact of this development, various agencies within the State of Illinois - including the Attorney General - are reviewing potential actions to protect the interests of Illinois with separate resolutions expressing concerns about the development and support for actions to address the concerns.
- The resolution expresses Lake County's concerns, asks the State of Wisconsin to ensure that all existing regulations and laws are uniformly applied in this and future cases, and directs staff to meet its federal, state and local counterparts to discuss the development and its downstream impacts.

**36**      [18-0684](#)

Resolution supporting and approving Lake County's (County) membership in the Illinois State Association of Counties (ISAC).

- Over the years, the County has been an active participant in and supporter of county and local government associations within Illinois and the National Association of Counties (NACo).
- The County's ability to effectively engage and receive meaningful services at the statewide level has been negatively impacted by the ability of some associations in which the County was a member.
- In partnership with 20 counties with the intention to engage all 102 counties, ISAC has been established to provide counties such as Lake with services including discussion forums, trainings, representation and advocacy, and guidance. ISAC would be directly connected and supported by NACo.
- Support of and membership in ISAC would be beneficial to the County.

**LAW AND JUDICIAL COMMITTEE****37**      [18-0611](#)

Joint resolution authorizing the Lake County Sheriff's Office (LCSO) to accept a grant from the Healthcare Foundation of Northern Lake County for the Jail High Utilizer Diversion and Health Engagement Project and authorizing an emergency appropriation in the amount of \$100,000.

- The LCSO has applied to participate in the Healthcare Foundation of Northern Lake County's \$100,000 grant process to fund the second year of the Jail Diversion Case Management (High Utilizers) Program.
- The LCSO serves as the lead agency on this grant, which will work to reduce the incarceration of persons who are from low-income or minority communities; as well as protected class individuals.
- The High Utilizers Program will continue to provide extensive case management services to the communities listed above and use that case management to divert these individuals from the criminal justice system.
- The expected outcomes of this program, associated with extensive case management with the high utilizers, will remain the same, and is considered a stop gap measure while a sustainable funding source is sought.
- The creation of this program will require the LCSO to extend the contract it has with Nicasa to provide intensive case management services that meet grant requirements and will be required to provide and meet performance measurement and reporting standards.
- There is no match required. The LCSO will provide in-kind services for this grant in the form of staff time spent by the Community-Based Corrections and the Business Office. It will also include Information Technology (IT) support for TriTech/Service Point, report writing and generation.

**Attachments:**    [Jail High Utilizer Diversion and Health Engagement ProjectPacket \(6\).pdf](#)

[HCFNLC Grant Award Letter 05-25-18.pdf](#)

**HEALTH AND COMMUNITY SERVICES COMMITTEE****38**     [18-0065](#)

Board of Health Report.

**39**     [18-0575](#)

Joint resolution approving the 2018 Housing and Community Development Annual Action Plan, authorizing all necessary correspondence for the implementation of the plan with the United States Department of Housing and Urban Development (HUD).

- Following an initial Public Hearing for the 2018 Annual Action Plan on March 14, 2018, the HUD announced the 2018 funding amounts.
- Lake County's combination of Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Emergency Solutions Grant (ESG) funds totals \$4,783,403, an increase of 19.6 percent from the previous year. While CDBG increased 9.7 percent to \$2,882,885 and HOME increased 45.5 percent to \$1,684,216, ESG returned to normal levels (\$216,362) after providing special one-time additional funding last year.
- On March 14, 2018 the HCDC voted on initial funding recommendations totaling only \$4,079,089. In the 2018 draft Annual Action Plan for the second Public Hearing, the increase of \$704,314 was used first to fund administration and CDBG public services up to their respective statutory caps (10 percent admin HOME/ 20 percent admin CDBG/ 15 percent CDBG public services) and then to satisfy municipal agreements (e.g. Lake County HOME Consortium and North Chicago CDBG agreements).
- After increasing approved CDBG public services and ESG activities to requested amounts, Staff recommends the inclusion of a special application round for the remaining \$420,058 in unallocated funds (\$346,627 HOME and \$73,431 CDBG).

**Attachments:**   [Lake County and Waukegan 2018 Annual Action Plan.pdf](#)

**PUBLIC WORKS AND TRANSPORTATION COMMITTEE****40**     [18-0610](#)

Joint resolution authorizing an agreement with Hampton, Lenzini and Renwick, Inc., Elgin, Illinois, at a maximum cost of \$56,035.62, for Phase II design engineering services, adding approximately 11 Pan Tilt Zoom (PTZ) cameras, 11,000 feet of fiber optic cable, two wireless connections and two cellular connections to expand the network to Lake County PASSAGE along various routes in Lake County, appropriating \$67,000 of ¼% Sales Tax for Transportation funds, and designated as Section 18-00268-17-TL.

- A consulting engineering firm will be utilized to provide Phase II design engineering services for the 2018 PASSAGE field elements.
- The Phase II design engineering services will include the addition of approximately 11 PTZ cameras, 11,000 feet of fiber optic cable, two wireless connections and two cellular connections to expand the network.
- In accordance with the Local Government Professional Services Selection Act, the selected and recommended consultant is Hampton, Lenzini and Renwick, Inc., Elgin, Illinois, at a maximum cost of services of \$56,035.62.

**Attachments:**   [18-0610 2018 PASSAGE Field Elements Consultant Agreement Draft.p](#)



**41**     [18-0619](#)

Joint resolution authorizing a technical services agreement with the Regional Transportation Authority (RTA) providing the terms and conditions for the receipt of federal Section 5310 funds, appropriating \$375,000 of ¼% Sales Tax for Transportation funds, and designated as Section 18-00280-06-ES.

- RTA Agreement for Ride Lake County West in Antioch, Avon, Fremont, Grant, Lake Villa and Wauconda Townships.
- Two previous “New Freedom” grants and one “Job Access Reverse Commute” (JARC) grant were secured for this project in the past.
- One “New Freedom” grant and one JARC grant were expended for this project and the funds from the second “New Freedom” grant have almost depleted.
- The “New Freedom” grant program has become the Section 5310 grant program.
- The Lake County Board, at its meeting on February 11, 2014, authorized the Division of Transportation (DOT) to apply for a grant from the RTA on behalf of the Lake County Coordinated Transportation Services Committee (LCCTSC), to provide the Ride Lake County West Coordinated Transportation Service Paratransit Program.
- DOT received notification on April 24, 2014 from the RTA that it was approved to receive \$177,000 of 2014 federal Section 5310 funds.
- The funds from the previous grants needed to be mostly expended prior to the RTA entering into an agreement with the County for the 2014 Section 5310 grant funds.
- These Section 5310 grant funds administered by the RTA will continue to be used for expanded paratransit service in Lake County during the weekdays to meet the needs of the mobility challenged constituent population in the Townships of Antioch, Avon, Fremont, Grant, Lake Villa and Wauconda; this program is known as the Ride Lake County West Coordinated Transportation Service (formerly known as “Lake County Northwest Demonstration Project”).
- The RTA will reimburse the County 50 percent of the transportation service cost, up to \$177,000, with federal Section 5310 grant funds and the County will provide the 50 percent local share match under the grant agreement.
- Pace will provide the paratransit bus service and will also provide 50 percent of the required local match of this new grant (only guaranteed for calendar year 2018 at this time).

**Attachments:**   [18-0619 2018 RTA Ride Lake County West Agreement Draft.pdf](#)

**PLANNING, BUILDING AND ZONING COMMITTEE****42**     [18-0630](#)

Joint resolution amending the Lake County Land Development Fee Schedule.

- The Lake County Land Development Fee Schedule was last updated in 2011. It is normally updated on an as-needed basis or every five years. The county recognized that the implementation of the Energov land management software system would have significant impacts on the review of the fees; and therefore, postponed the analysis until late 2017.
- Planning, Building and Development Department staff have reviewed their methodology and proposed changes to the Land Development Fee Schedule with the Committee in a series of presentations from February to June, 2018.
- The proposed fee schedule changes are based on analysis of cost, benchmarking, and process efficiencies. Staff has also compared the current and proposed fees to more



than a dozen other communities' fee schedules. Lake County fees, in general, were in the middle range as compared to the comparable communities.

- The proposed fee schedule modification represents an aggregate increase of 6.3 percent with some fees increasing a little more and some decreasing due to efficiencies gained by the implementation of the new land management system.
- Following a discussion during the May Planning, Building and Zoning Committee, an annual escalator has been included in the fee schedule to increase annually via Consumer Price Index (CPI) or two percent, whichever is less. If Lake County had implemented an annual escalator in the same study time period of 2011 through 2017, it would have resulted in a seven percent increase in fees. Following a thorough review, the Planning, Building and Zoning Committee recommends the approval of the Fee Schedule including the annual escalator which is a gradual method for future fee adjustments.

**Attachments:** [Summary Memo of Changes 060618](#)

[Exhibit A - Proposed Land Dev Fee Schedule 060618](#)

**43**      **18-0634**

Resolution on Zoning Board of Appeals Case Number. RZON-000252-2017, on the application of Donald F. Rogers Trust, record owner, to rezone Property Index Number (PIN) 12-19-117-002 located on the south side of West North Avenue, approximately 0.02 miles east of the intersection of West North Avenue and Waukegan Road, from the Residential-3 (R-3).

- Donald F. Rogers Trust, record owner, has petitioned to rezone a 0.32-acre parcel being PIN 12-19-117-002 located on the south side of West North Avenue, approximately 0.02 miles east of the intersection of West North Avenue and Waukegan Road, from the Residential-3 (R-3) District to the General Commercial (GC) District.
- The subject property is improved with accessory parking for the existing restaurant located across the alley along Rockland Road. (PIN 12-19-117-008 and 12-19-117-009) which are currently zoned GC.
- The Zoning Board of Appeals has recommended approval of this request, subject to conditions volunteered by the applicant. Conditions include landscape and fencing buffering, paving of the alleyway, measures to deter cut-through traffic, and a redevelopment condition requiring any future improvement of the subject property be related to redevelopment of properties fronting Illinois Route 176.
- Accelerated growth in the Illinois Route 176 corridor increases the likelihood of this property being redeveloped. In light of this, the paving condition is proposed to occur before May 1, 2022, allowing the opportunity for redevelopment to be coupled with this paving activity, which would prevent damage to the newly paved surface.

**Attachments:** [#RZON-000252-2017 Staff Recommendation to ZBA\(Final\)](#)

[Site Plan](#)

[Signed ZBA Resolution RZON-000252-2017](#)

[#RZON-000252-2018 Rezoning Minutes 04-11-18 \(Final\)](#)

**FINANCIAL AND ADMINISTRATIVE COMMITTEE****44**     [18-0064](#)

Lake County Partners Report.

**45**     [18-0653](#)

Resolution approving an intergovernmental agreement between the County of Lake and Avon Township for the conveyance by quitclaim deed of Parcel 34 (Fort Hill Cemetery) to Avon Township to be used thereafter for cemetery purposes.

- Fort Hill Cemetery, located in Avon Township, consists of three parcels of property owned by Fort Hill Cemetery Association (Parcel 16), Lake County (Parcel 34), and Catholic Bishop of Chicago (Parcel 35).
- Parcel 34 - originally conveyed to Lake County (County) in 1847 to be operated as a cemetery - is adjacent to Parcel 16 which was later conveyed to the Fort Hill Cemetery Association (Association) to also be operated as a cemetery. Both Parcels 34 and 16 had subsequently been operated as the Fort Hill Cemetery (Cemetery).
- It appears that at one time the Association did operate the Cemetery but now it appears that the Association no longer exists.
- The Local Government Property Transfer Act allows the transfer of all right, title and interest in real estate to or from other municipalities through (a) an ordinance from the Township requesting the transfer; and (b) a resolution by the County to make the transfer.
- Avon Township, through unanimous adoption of an ordinance by its Board of Trustees, has formally indicated its willingness to receive Parcel 34 from the County by quitclaim deed for its continued use as a cemetery.

**Attachments:**   [Fort Hill Cemetery Avon Twshp Ord and IGA](#)

**46**     [18-0657](#)

Resolution approving a Memorandum of Understanding (MOU) between the Lake County Administrator, Lake County Health Department and the Lake County Sheriff's Office, establishing a Lake County Unified Emergency Management Agency (EMA).

- Pursuant to the Illinois Emergency Management Act (50 ILCS 605/1) and in accordance with Lake County Code of Ordinances Chapter 32, the Lake County Emergency Management Agency (LCEMA) is responsible for the coordination of the Lake County (County) emergency management program which includes the development, planning, analysis, conduct, provision, implementation and maintenance of services and programs related to disaster mitigation, preparedness, response and recovery.
- Over the history of the LCEMA, the County's emergency management has been primarily supported by the LCEMA staff with ancillary support provided upon request through emergency resources in the LCSO and LCHD. In recent years, the LCAO has worked with the LCEMA, LCSO and LCHD to start shifting towards a more unified structure through which emergency management resources are managed and provided across the County.
- Following the recent reformulation of the Manager position within LCEMA, the LCAO, LCSO and LCHD worked collaboratively to develop and formalize a unified management structure of the LCEMA. Through such efforts, a Memorandum of Understanding (MOU) has been developed which is intended to align and integrate all core elements of emergency within the LCHD Emergency Response Program, and LCSO Department of

Homeland Security. The MOU, with an initial term of five years, focuses on the purpose, scope, objective, organization, oversight and reporting, human resources, finance and accounting, operations and logistics of the unified management structure.

- The unified management structure is intended to create a model for emergency preparedness at the county level and maximize the County's disaster and emergency mitigation, preparedness, response and recovery in service of its communities, residents and businesses.

**Attachments:** [2018 EMA MOU](#)

**47**      **18-0557**

Resolution authorizing the approval of an additional budgeted position in the Veteran's Assistance Commission (VAC).

- The VAC has requested authorization to add a full time, benefited Veterans Service Officer position to assist in processing the increasing number of claims filed by veterans within the County through the federal Veterans Administration. The VAC currently has two funded Veterans Service Officer positions.
- The creation of the additional position at the S4 paygrade will result in a \$39,770 increase in annual wage expenditure, and an estimated \$24,000 in health and welfare benefits.
- For the remainder of Fiscal year (FY) 2018 and going forward the VAC will fund the increase in expenditure through its existing departmental budget by eliminating the following expenses: \$31,000 in ride services and \$30,000 in food pantry service.

**APPOINTMENTS**

**48**      **18-0680**

Resolution authorizing the appointment of Patrice Sutton as Director of Finance and Administrative Services.

- A vacancy for the Director Finance and Administrative Services position has existed since April 2018 due to the resignation of the incumbent Gary Gordon.
- This position was advertised nationally. Four candidates were selected for interviews based on qualifications.
- After one candidate withdrew to accept another position, the remaining three candidates were interviewed by the County Administrator, Deputy County Administrator, and both Assistant County Administrators.
- A second round of interviews occurred with two committees, an Executive panel of department heads and a Staff panel of department finance professionals.
- The County Administrator, along with the County Board Chairman and the Financial and Administrative Committee Chairman, conducted final interviews with the top two candidates and recommend the County Board appoint Patrice Sutton as Director of Finance and Administrative Services.
- A graduate of Northwestern University with a Bachelor of Arts degree in Economics and Urban Studies and the University of Chicago with a Masters' degree in Public Policy, Ms. Sutton has over 17 years of experience in government with six of those years as Deputy Finance Director (Controller/Budget Manager) for Lake County.
- The County Administrator hereby seeks approval from the County Board for Ms. Sutton's appointment to the Director of Finance and Administrative Services position effective July 9, 2018.

**Attachments:** [Patrice Sutton Cover letter -Resume](#)  
[Sutton Offer Letter2](#)

**49**     **18-0687**

Resolution providing for the appointment of Carissa Casbon as Alternate #2 Member of the Zoning Board of Appeals.

**Attachments:** [Carissa Casbon's Resume](#)

**50**     **18-0690**

Resolution appointing additional qualified members to the Board of Review.

- The County Board has declared that the three members of the Board of Review need additional assistance to complete the upcoming tax year hearings.
- There are 14 eligible individuals who have passed the Board of Review qualifying exam or have served regularly as alternate members.
- The Chairman is authorized to appoint alternate members.

**Attachments:** [2018 Board of Review Alternates List](#)

[Lois Chaveriat - Resume](#)

[John Glenn - Resume](#)

[Kenneth Green - Resume](#)

[Michael Ann Halin - Resume](#)

[Ray Hibnick - Resume](#)

[Karl Jackson - Resume](#)

[Michael Lescher - Resume](#)

[Miroslav Medanovic's - Resume](#)

[John Paslawsky - Resume](#)

[Laurence Pasquesi - Resume](#)

[William Russell - Resume](#)

[John Schweda - Resume](#)

[Apinder Singh - Resume](#)

[Evon Solms - Resume](#)

[Joe Monie's Profile](#)

**51**     **18-0691**

Resolution providing for the appointment of Jeannine Reichert Herbst representing the Northshore Health System as a member of the Mental Health Coalition.

**Attachments:** [Jeannine Reichert Herbst's Bio](#)

52      [18-0692](#)

Resolution providing for the appointment of Anthony DeJoseph representing the Lake Behavioral Hospital as a member of the Mental Health Coalition.

**Attachments:**   [Anthony DeJoseph's Bio](#)

**PETITIONS, CORRESPONDENCE AND MISCELLANEOUS BUSINESS**

53      [18-0698](#)

For Information - Reappointment of Rich Kwansneski as Chairman of the PACE Suburban Bus Division of the Regional Transportation Authority.

- Richard Kwasneski has served as the Chairman of the PACE Suburban Bus Division of the Regional Transportation Authority since December 2006 and led efforts to enhance commuter bus services such as bus on shoulder routes, van pool, coordination on paratransit and has been a strong supporter of the shuttle bug program specific to Lake County.
- Chairman Kwasneski is the former Mayor of Lemont.
- State statute grants the Collar Board Chairs and the Commissioners representing suburban Cook County the authority to appoint the Pace Board Chairman with a majority of support among the group.
- The Cook and Collar County Chairs, including Lake County Board Chairman Aaron Lawlor, recently signed a joint letter supporting Chairman Kwasneski's reappointment to a four-year term.
- The matter is being included as a part of Chairman Lawlor's ongoing commitment to transparency and communicating actions and appointments under his direct authority to the County Board.

**Motion that this Regular June 2018 Session of the County Board of Lake County be adjourned until July 10, 2018.**