

Lake County Illinois

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



Agenda Report - Final-revised

Thursday, June 6, 2019

8:30 AM

REVISED AGENDA

Assembly Room, 10th Floor

Financial and Administrative Committee

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

CONSENT AGENDA (Items 7.1 - 7.16)

Approval of Minutes

LAW & JUDICIAL

7.1 [19-0906](#)

Joint resolution authorizing an emergency appropriation in the amount of \$45,000 in funding from the Illinois Department of Healthcare and Family Services and the approval of the renewal of Intergovernmental Agreement No. 2018-55-024-KD for the 19th Judicial Circuit's Access and Visitation Program for state fiscal year 2020.

- The 19th Judicial Circuit receives grant funding from the Illinois Department of Healthcare and Family Services to provide mediation services for never-married parents involved in visitation and custody-related disputes in an effort to increase child support collections from this population.
- The state would like to continue funding the 19th Judicial Circuit's program in the amount of \$45,000 for state FY 2020.
- This access and visitation grant does not require matching funds.
- From July 2017 through June 2018, this program conducted 200 mediations.

7.2 [19-0907](#)

Joint resolution approving the re-appropriation of a Justice and Mental Health Collaboration: Planning and Implementation Grant in the amount of \$250,000 for the Lake County Crisis Intervention Team (CIT) Program from the U.S. Department of Justice, Office of Justice Programs.

- In November 2016, the County Board passed a resolution to accept a Sheriff's Office grant award in the amount of \$250,000 from the U.S. Department of Justice, Office of Justice Programs to assist with costs associated with implementing a Crisis Intervention Training (CIT) Program.
- The goal of the grant is to coordinate Crisis Intervention Team training for 395 police officers, corrections officers, and dispatchers throughout Lake County within the grant period expiring in September 2020.
- Funds were initially emergency appropriated concurrently with the acceptance of the grant award in fiscal year 2016, but the budget appropriation was not carried over. No revenue has yet been received nor has any expense been booked in prior fiscal years.
- The grant funded training began in November 2018. Three classes have been completed

with 87 public safety professions completing the course.

- Emergency re-appropriation of grant fund revenue and expense in the amount of \$250,000 must be approved in order for the Sheriff's Office to fund the training and seek grant reimbursement.

HEALTH & COMMUNITY SERVICES

7.3 [19-0910](#)

Joint resolution accepting a five-year lease extension with the College of Lake County (CLC) for 9,665 square feet of office space for Lake County Workforce Development and 33 parking spaces located in the parking garage of the College of Lake County campus.

- Lake County Workforce Development has leased 9,665 square feet of office space from the College of Lake County (CLC) at their Waukegan campus since 2004 and the agreement will expire on June 30, 2019.
- In 2016, Workforce Development entered an additional annual lease with CLC for 33 parking spaces located in the parking garage of the CLC campus with month to month extensions.
- Approval of this item will combine the two leases and accept a lease extension with CLC for an additional five years through June 30, 2024.
- The lease covers a rentable square footage of 9,665 feet for \$14,144.09 a month and \$2,310 per month for 33 leased parking spaces.
- The lease extension provides for a two percent increase in rent annually for office space over the five-year period and a flat rate for the 33 parking spaces.
- Annual rent for the office and parking space for the initial year is \$197,449.08.

Attachments: [kg 9 3 - Authorization to Extend Lease of College Facilities to County of L](#)
[kg MOU Lake County Lease 1 North Genesee July 19 to June 2024 \(002](#)

7.4 [19-0920](#)

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of \$6,560 for the Beach Program grant.

- The \$6,560 Illinois Department of Public Health grant will be used to offset existing staff salary and benefit costs.
- The \$6,560 in additional grant funding has not been previously appropriated because the grant resources were secured after the county's adoption of the fiscal year 2019 budget.
- The grant award will be for the period July 1, 2018 through June 30, 2019.

Attachments: [IDPH Beach Program](#)

7.5 [19-0921](#)

Joint resolution accepting the University of Chicago grant and authorizing an emergency appropriation in the amount of \$5,000 for the Extension for Community Healthcare Outcomes grant.

- The \$5,000 University of Chicago grant will be used to cover the interface costs associated with connecting a new ultrasound machine to NextGen.
- The \$5,000 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the fiscal year 2019 budget.
- The grant award will be for the period July 1, 2018 through June 30, 2019.

Attachments: [ECHO 5K](#)

7.6 [19-0922](#)

Joint resolution accepting the Des Plaines River Watershed Workgroup grant and authorizing an emergency appropriation in the amount of \$20,000 for the Lakes Project grant.

- The \$20,000 Des Plaines River Watershed Workgroup grant will be used for supplies and to offset existing staff salary and benefit costs.
- The \$20,000 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the fiscal year 2019 budget.
- The grant award will be for the period May 1, 2019 through January 31, 2020.

Attachments: [DRWW](#)

7.7 [19-0924](#)

Joint resolution accepting the Illinois Department of Human Services Division of Substance Use Prevention and Recovery grant and authorizing an emergency appropriation in the amount of \$25,000 for the Prescription Drug Overdose grant.

- The \$25,000 Illinois Department of Human Services Division of Substance Use Prevention and Recovery grant will be used to purchase Naloxone and offset existing administrative costs.
- The \$25,000 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the fiscal year 2019 budget.
- The grant award will be for the period July 1, 2018 through June 30, 2019.

Attachments: [PDO Naloxone](#)

7.8 [19-0925](#)

Joint resolution accepting the Illinois Department of Human Services Division of Substance Use Prevention and Recovery grant and authorizing an emergency appropriation in the amount of \$8,092 for the Substance Abuse Prevention Services grant.

- The \$8,092 Illinois Department of Human Services Division of Substance Use Prevention and Recovery grant will be used for printing, postage, mileage, and supplies associated with the "Generation Rx" promotional campaign.
- The \$8,092 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the fiscal year 2019 budget.
- The grant award will be for the period July 1, 2018 through June 30, 2019.

Attachments: [SAPS Generation Rx](#)

PUBLIC WORKS, PLANNING & TRANSPORTATION

7.9 [19-0900](#)

Joint resolution authorizing a contract with Superior Road Striping, Inc., Melrose Park, Illinois, in the amount of \$1,033,334.25 for the removal and replacement of pavement

markings, and the removal and replacement of pavement markers on various County highways, which will be improved under the Illinois Highway Code for a total of 70.38 centerline miles, and appropriating \$1,240,000 of Motor Fuel Tax Funds.

- The County has miles of pavement markings and pavement markers for medians, lane lines, and cross walks.
- This work will include the removal and replacement of pavement markings, and the removal and replacement of non-recessed and recessed pavement markers.
- There was a public call for bids, and a total of two bids were received, ranging from \$1,033,334.25 to \$1,349,599.47, and the lowest responsible bidder is Superior Road Striping, Inc., Melrose Park, Illinois, in the amount of \$1,033,334.25.
- This project is included in the highway improvement program, and designated as Section 19-00000-15-GM.

Attachments: [19-0900 Bid Tab, 2019 Pavement Marking and Marker Replacement](#)

[19-0900 Pavement Marker and Markings Vendor Disclosure](#)

7.10 [19-0904](#)

Joint resolution authorizing an agreement with Jorgensen and Associates, Incorporated, Lake Villa, Illinois, for land surveying services to support the design of improvements to Deep Lake Road, from Illinois Route 132 to Grass Lake Road, at a maximum cost of \$110,749, appropriating \$135,000 of Matching Tax funds.

- Deep Lake Road, from Illinois Route 132 to Grass Lake Road, will be resurfaced.
- This resurfacing work, consisting of resurface, restore, and rehabilitate (3R) improvements, will include wider shoulder widths, flatter slopes, improved drainage, and the installation of bike-friendly shoulders.
- A consultant will be utilized to provide professional land surveying services to support the in-house design engineering work for the Deep Lake Road project.
- Lake County selects professional land surveying firms in accordance with the Local Government Professional Services Selection Act, 50 ILCS 510/1 et. seq.
- The Lake County Division of Transportation Professional Services selection process has been approved by the Federal Highway Administration and the Illinois Department of Transportation, and the firm selected for this project was selected in accordance with this approved process.
- Public notices were published on March 29 and April 2, 2019, resulting in 11 firms submitting Statements of Interest and Statements of Qualifications. Three firms were shortlisted and interviewed on May 2, 2019.
- This resurfacing improvement has been identified within the County's pavement management system, is included in the highway improvement program, and designated as Section 18-00087-06-RS.

Attachments: [19-0904 Consultant Agreement, Jorgensen and Associates](#)

[19-0904 Deep Lake Road, Vendor Disclosure Statement](#)

7.11 [19-0929](#)

Joint resolution authorizing an agreement with Donohue and Associates, Inc., Sheboygan, Wisconsin, in the amount of \$179,700 for construction engineering services related to the Vernon Hills Water System Electrical and Mechanical Upgrade Project.

- The Vernon Hills Water System major facilities consist of four reservoirs, two elevated water towers and two water delivery structures that are key components of the water distribution system that has been in continuous service for over 35 years.
- Major electrical and mechanical equipment at eight facilities such as motor control centers, Supervisory Control and Data Acquisition (SCADA) equipment, water flow control valves, and water level control sensors will be replaced and upgraded to ensure safe and continuous operation of this water system.
- The County Board approved an initial contract with Donahue and Associates, Inc. in July 2017 for design engineering services related to the Vernon Hills Water System Electrical and Mechanical Upgrade Project. This was solicited through the fully competitive statement of interest process.
- In accordance with the Purchasing Ordinance and the Local Government Professional Services Selection Act, Donahue and Associates, Inc. has been selected based on a past successful relationship to continue this phase of the project.
- This resolution authorizes the County Purchasing agent to execute an Agreement for Engineering Services with Donohue and Associates, Inc. in the budgeted amount of \$179,700 for this work.

Attachments: [19-0929 Donohue Vendor Disclosure Statement.pdf](#)

[19-0929 Donohue Constuction Services Agreement.pdf](#)

7.12 [19-0901](#)

Joint resolution authorizing a contract with Lorig Construction Company, Des Plaines, Illinois, in the amount of \$736,689.65 for the removal and replacement of a culvert on West Edwards Road in the Antioch Township Road District, which will be improved under the Illinois Highway Code for a total of .01 miles.

- There was a public call for bids, and a total of four bids were received, ranging from \$736,689.65 to \$1,457,485.90, and the lowest responsible bidder is Lorig Construction Company, Des Plaines, Illinois, in the amount of \$736,689.65.
- This improvement is designated as Section 18-01102-01-BR.

Attachments: [19-0901 Bid Tab, Antioch Township Edwards Road Culvert](#)

7.13 [19-0899](#)

Joint resolution authorizing a contract with Berger Excavating Contractors, Inc., Wauconda, Illinois, in the amount of \$1,426,000 for the repair of a deteriorating culvert on Washington Street, west of US Route 45, and appropriating \$1,711,000 of County Bridge Tax funds.

- A culvert on Washington Street, west of US Route 45, is deteriorating and in need of repair.
- There was a public call for bids, and a total of two bids were received, ranging from \$1,426,000 to \$1,499,500, and the lowest responsible bidder is Berger Excavating Contractors, Inc., Wauconda, Illinois, in the amount of \$1,426,000.
- This improvement is included in the highway improvement program with construction in 2019, and designated as Section 18-00135-14-DR.

Attachments: [19-0899 Bid Tab, Washington Street Culvert Repair](#)

[19-0899 Washington Street Vendor Disclosure](#)

FINANCIAL & ADMINISTRATIVE

7.14 [19-0842](#)

Report from Robin M. O'Connor, County Clerk, for the month of April 2019.

Attachments: [LCC Report for April 2019.pdf](#)

7.15 [19-0874](#)

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of April 2019.

Attachments: [April 2019.pdf](#)

7.16 [19-1021](#)

Resolution authorizing the creation of the Public Defender Records Automation Fund.

- In accordance with Public Act 100-0987, a new fee will be collected beginning July 1, 2019, which is to be deposited in the Public Defender Records Automation Fund.
- The amounts in this fund are to be used to defray the expense of establishing and maintaining automated record keeping systems in the offices of the Public Defender.
- Expenditures from this fund may be made by the Public Defender for hardware, software, and research and development related to automated record keeping systems.
- This resolution establishes the Public Defender Records Automation Fund.

REGULAR AGENDA

LAW & JUDICIAL

7.17 [19-0948](#)

Ordinance approving the repeal and replacement in entirety of certain sections of Chapter 35 and 70 of the Lake County Code of Ordinances, and County Board Resolution dated September 14, 2004.

- On August 20, 2018, the Illinois Legislature enacted Public Act 100-0987, the Criminal and Traffic Assessment Act (CTAA), effective July 1, 2019.
- The CTAA, includes various provisions such as:
 - establishing a minimum fine of \$25 for certain offenses;
 - provides when any defendant is convicted, pleads guilty, or placed on court supervision for a violation of a law or local ordinance the court shall order one schedule of assessments in the case plus any conditional assessment applicable to a conviction in the case; and
 - provides that a defendant may petition the court for full or partial waiver of court assessments imposed under the Criminal and Traffic Assessment Act.
- As a result of the CTAA, Lake County's ordinance governing the fees and assessments that the Circuit Court Clerk may charge must be updated to reflect the changes mandated by the CTAA.
- Upon approval of this item and ordinance, the County of Lake, Illinois Code of Ordinances, Sections 35.15, 35.17, 35.19, 35.22, 35.23, 70.01 of the Lake County Code of Ordinances, and County Board Resolution dated September 14, 2004 will be repealed

in their entireties and replaced.

Attachments: [Fee Ordinance - 2019 - final draft](#)

HEALTH & COMMUNITY SERVICES

7.18 [19-0923](#)

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of \$220,427 for the Local Health Protection grant.

- The \$220,427 Illinois Department of Public Health grant will be used to purchase vaccines, fridges, data loggers, marketing materials, and to offset existing staff salary and benefit costs.
- The \$220,427 in additional grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the fiscal year 2019 budget.
- The grant award will be for the period July 1, 2018 through June 30, 2019.

Attachments: [Local Health Protection Grant](#)

7.19 [19-0863](#)

Joint resolution authorizing Program Year (PY) 2019 of the United States Department of Housing and Urban Development (HUD) Annual Action Plan.

- Following the public hearings on the 2019 Annual Action Plan (AAP) which were held on April 10th and May 15th, the Housing and Community Development Commission (HCDC) voted to recommend the 2019 AAP to the Lake County Board.
- This authorization was separated into two votes; (1) a vote on the Action Plan without the following funding recommendations; and (2) a vote for funding agencies on which members of the (HCDC) serve. (In this case, Antioch Area Healthcare Alliance and Lake County Municipal League.)
- An initial version of the 2019 HUD AAP utilized prior year funding totals was approved by the HCDC on March 13, 2019.
- HUD released actual PY19 funding totals on April 17, 2019 which included an additional \$182,979 Community Development Block Grant (CDBG), \$9,137 Emergency Solutions Grant (ESG) and \$352,725 Home Ownership Made Easy (HOME) funds. Additionally, \$6,083.32 of program income was generated post March HCDC approval.
- A pro-rata distribution of \$27,385.55 of CDBG Public Service (subject to 15 percent cap) and \$8,451 of ESG funding was awarded to existing grantees.
- Grant administration amounts were adjusted to reflect respective caps (20 percent CDBG, 7.5 percent ESG and 10 percent HOME).
- Additional HOME funds were awarded to Community Partners for Affordable Housing (CPAH) for their Owner-Occupied Rehabilitation (OOR) Program (\$88,731.66) and Down Payment Assistance (DPA) Program (\$135,000)
- Additional CDBG funds were awarded to CPAH for their OOR Program (\$94,762.34), the City of North Chicago-Sewer Lining (\$13,167) and the City of Zion-Sidewalk Repair Program (\$12,167.62).
- The City of Waukegan has allocated PY2017, PY2018 and PY2019 HOME funds (\$711,603) to the reconstruction of 120 units for rental housing.
- CPAH was recently awarded \$400,000 from the Illinois Housing Development Authority

(IDHA) for their Home Accessibility Program (HAP). To make better use of a 2017 CDBG grant award for HAP, the balance of funds (\$75,000) has been allocated to OOR.

Attachments: [2019 AAP](#)

PUBLIC WORKS, PLANNING & TRANSPORTATION

7.20 [19-0908](#)

Joint committee action authorizing the Stormwater Management Commission (SMC), to submit a grant application to the Illinois Environmental Protection Agency (IEPA) - 319 Program.

- SMC is applying for a 319 grant using in-kind services, local cash contributions, and SMC cash as a match, for a total 319 grant of \$144,078 to complete and update watershed-based planning for the Squaw Creek and Fish Lake Drain Watersheds.
- SMC is soliciting \$55,722 in local match commitment from local government and non-profit conservation stakeholders.
- SMC is proposing to match between \$8000 and up to \$30,000 from the watershed planning budget, depending on the actual level of local cash commitment, and will also use in-kind services valuing 36,400 as match.
- During the project, \$72,620 in grant funds received will be used for the reimbursement of SMC staff efforts for planning and project administration.
- The local match to be supplied for the grant is in accordance with the SMC Comprehensive Plan, and if the grant is awarded, will be brought back to the Lake County Board for acceptance and allocation.

Attachments: [SMC Memo Squaw FLD IEPA Grant App](#)

7.21 [19-0931](#)

Joint resolution authorizing the first amendment to an agreement for retail sanitary sewer and water supply services between Lake County and the Village of Gurnee to include a 2.5-acre property located at 18824 West Grand Avenue (Illinois Route 132).

- The County and the Village entered into an Intergovernmental Agreement (IGA) on February 18, 2008 to provide retail sanitary sewer and water service to portions of the Village of Gurnee.
- The Village now seeks to expand the IGA's service area to a property annexed by the Village, currently outside of the existing service area but adjacent to an existing property within the service area.
- The Village has permitted the construction of an Aldi Grocery Store on the property.
- The County has determined that the extension of retail sanitary sewage disposal service to the new property is feasible.
- The Amendment to the Agreement was approved by the Gurnee Village Board on May 20, 2019.
- This resolution authorizes the execution of a first amendment to the IGA to include service to the 2.5 acres located at 18824 West Grand Avenue.

Attachments: [19-0931 Gurnee Service Area Amendment _Aldi.pdf](#)

[19-0931 Gurnee Service Area Amendment Aldi Exhibit A-1.pdf](#)

7.22 [19-0930](#)

Joint resolution authorizing a contract with Joseph J. Henderson and Son, Inc., Gurnee, Illinois, in the amount of \$2,453,000 for the Vernon Hills Water System Electrical and Mechanical Upgrade project.

- The Vernon Hills water system serves residents of the Village of Vernon Hills and surrounding areas, serving a total population of more than 25,000 people.
- The Vernon Hills Water System major facilities consist of four reservoirs, two elevated water towers and two water delivery structures that are key components of the water distribution system that has been in continuous service for over 35 years.
- Major electrical and mechanical equipment at eight facilities such as motor control centers, Supervisory Control and Data Acquisition (SCADA) equipment, water flow control valves, and water level control sensors will be replaced and upgraded to ensure safe and continuous operation of this water system.
- An invitation to bid was extended to seven contractors and sealed bids were received from three ranging from \$2,453,000 to \$3,315,584.
- Joseph J. Henderson and Son, Inc., submitted the lowest responsive, responsible bid in the amount of \$2,453,000.
- The project is part of the approved 2019 Capital Improvement Plan and the award amount is below the programmed amount and government estimate.
- This resolution authorizes and directs the County Purchasing agent to execute a contract with Joseph J. Henderson and Son, Inc. in the amount of \$2,543,000 for the Vernon Hills Water System Electrical and Mechanical Upgrade project.

Attachments: [19-0930 Vernon Hills Water System Elec-Mec Upgrade Bid Tab 5-15-19.](#)

[19-0930 Vernon Hills Water System Elec-Mech Upgare Facilities Location](#)

7.23 [19-0939](#)

Ordinance authorizing a restated and amended land lease agreement with the Grandwood Park Park District.

- The County and the Grandwood Park Park District executed a lease agreement in June 2005, which authorized the Park District to utilize property at the County's Grandwood Park water facility, located at the southwest corner of Hutchins Road and Grandwood Drive.
- In 2010, the agreement was amended to include additional terms and conditions, including use of the entire premises for recreational purposes. The Park District pays for landscape responsibilities of the leased property and pays the County \$2,000 per year.
- The County and the District are proposing to amend the lease agreement to include an additional parcel owned by the County at West Geier Road and North Beverly Avenue for recreational purposes.
- Public Works does not have a use for the land over the next twenty years but may need the property for system expansion at an undefined later date.
- The lease period is for 20 years. The County can terminate the lease with 180 days' notice during the first five years and can terminate with 90 days' notice after the five-year period.
- There is no maintenance cost to Lake County. The District shall be responsible for the landscape services of the leased property and for relocating an existing fence to separate the leased from the non-lease property.

- The approval of a lease agreement for County property requires a minimum of three-quarters approval (16 votes) by the full County Board.
- This initiative is in alignment with the Board's shared services strategy of working collaboratively with our local partners.
- This ordinance authorizes the Director of Public Works to execute the Restated and Amended Land Lease Agreement.

Attachments: [19-0939 Grandwood Park Land Lease Amendment Ordinance.pdf](#)

[19-0939 Grandwood Park Land Lease Amendment Exhibit A.pdf](#)

[19-0939 Grandwood Park Land Lease Amendment Exhibit B.pdf](#)

7.24 [**19-0914**](#)

Joint resolution approving an Intergovernmental Agreement with the Village of Lake Villa (Village) for the Lake County Planning, Building and Development (PBD) department to provide building inspection and plan review services for the Village.

- The Village has a need for building inspection services and building plan reviews. This agreement will allow for the PBD department to perform inspections and plan reviews requested by the Village. Payment for Lake County services uses the same hourly rate method as used in our other intergovernmental agreements.
- Due to increased field operation efficiencies, the Village's convenient geographical location, and other anticipated capacity, the Department can continue to utilize existing staff to assist the Village. This arrangement will allow staff to maintain the current level of service with the Department's other clients and cover all departmental costs associated with such services to the Village.
- The Village will work with the County within the County's shared Land Management System, Tyler Energov.

Attachments: [19-0914 - Lake Villa IGA - Inspections and Plan Review](#)

7.25 [**19-0915**](#)

Joint resolution approving an Intergovernmental Agreement with the Village of Lake Villa (Village) for licensing and access to the County's Land Management System, Tyler Energov.

- The Village has a need for a new permitting system for use within the Village to track and manage their building permits and inspections, code enforcement, and licensing.
- Lake County is currently using Tyler Energov as our land management permit, inspection, code enforcement, and licensing system across its five land departments. During contract negotiations for the system, the County was successful in achieving shared services language within our contract, allowing other municipalities to share the cloud-based solution with other municipalities in Lake County. Licensing of the system is being offered at Tyler's current rates offered to Villages of size similar to Lake Villa.
- The Village is desirous of using the system with Lake County under the proposed inspections and plan review assistance intergovernmental agreement.

Attachments: [19-0915 - Lake Villa IGA - Land Management System](#)

7.26 [19-0917](#)

Ordinance re-establishing of Lake County Special Service Area Number 12 (SSA #12) (Woods of Ivanhoe).

- In accordance with 35 ILCS 200/27 of the Property Tax Code, SSA #12 was originally established in 2004, and after 15 years, is set to expire in July 2019.
- In advance of this expiration, property owners submitted a petition to re-establish SSA #12.
- The Lake County Board needs to follow the legal process to re-establish SSA #12 to fulfill the petitioners request.
- An ordinance proposing SSA #12 was passed by the Lake County Board at its January 15, 2019 meeting. The proposing ordinance provided for a public hearing to consider a financial mechanism for maintenance of private roads, in the established areas as described in SSA #12, and to consider the levy of a direct annual tax which will produce up to \$500 per lot annually for a period not to exceed 25 years.
- In accordance with State statute the public hearing was held on March 20, 2019 at the Lake County Division of Transportation. Notice of the meeting was published in the Lake County News-Sun, and individual notices were sent by mail to affected property owners on March 4, 2019. The meeting allowed for the public to respond directly to a quorum of the County Board regarding the proposed SSA and its associated fees and responsibilities. No object to the SSA was brought forth at the meeting.
- This ordinance reestablishes SSA #12 for a period not to exceed 25 years.

Attachments: [SSA #12 Establishing Ordinance 2019 5.23 Final Draft](#)

FINANCIAL & ADMINISTRATIVE

7.27 [19-0980](#)

County Clerk Year in Review 2018 and Highlights for 2019.

Attachments: [F&A presentation 2020b.pptx](#)

7.28 [19-0816](#)

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 2019 tax year hearings.
- This action must be done to allow the County Board Chair to appoint alternate members.

7.29 [19-0911](#)

Resolution authorizing a five-year lease extension for 4,140 square feet of office space at the College of Lake County (CLC) Campus for the Regional Office of Education at a cost of \$98,105.76 for the first year.

- The Regional Office of Education has leased 4,140 square feet of office space from CLC at its Grayslake campus since 1999 and the agreement is set to expire on October 31, 2019.
- Lake County desires to enter into a five-year lease extension to its current lease on 4,140 square feet of office space with CLC.
- The lease covers 4,140 square feet of rentable space for \$7,255.33 a month plus 16

percent of the utility bills.

- The lease extension provides for a two percent annual rent increase, an annual cost for custodial services, and 16 percent of utility cost for space occupied.
- Annual rent for the space for the initial year is \$87,063.96 and \$11,068.80 in annual cost for custodial services for a total first year cost of \$98,105.76, plus utilities.

Attachments: [9 2 Lake County ROE Year to Year Lease \(2\).pdf](#)

[Fourth Amendment ROE 800 Bldg 11 2019 to 10 2024.pdf](#)

7.30 [19-0970](#)

Committee update regarding the use of Job Order Contracting (JOC) and proposed changes to the policies and procedures for the Project Guideline and Project Development Protocol.

- JOC has been utilized by Lake County since 2009 to accomplish small to medium sized projects with a typical job order value within the range of \$10,000 to \$250,000.
- JOC is a competitively bid, fixed price, and indefinite quantity contract; work includes a collection of tasks and related specifications that have pre-established unit prices that are included in the Construction Task Catalog (CTC) developed for the County.
- Lake County established an internal policy for JOC Project Guideline and Project Development Protocol in 2009 that identified a threshold of \$250,000 at which the County Board Chair should be advised of projects anticipated to exceed threshold.
- With the impending third renewal of the JOC Program, staff has re-evaluated the Project Guideline and Project Development Protocol and is recommending the following changes:
 - provide a listing of proposed JOC projects for each fiscal year as part of the annual budget process; and
 - establish a threshold of \$350,000 at which the Financial and Administrative Committee will be advised of projects anticipated to exceed threshold; and
 - implement standard operating procedures for monitoring compliance with the Illinois Prevailing Wage Law.

Attachments: [JOC Update PowerPoint.pdf](#)

[JOC selection criteria checklist.pdf](#)

[JOC Project Selection Guidelines Protocol.pdf](#)

[JOC Invoice Approval Protocol.pdf](#)

7.31 [19-0993](#)

Resolution authorizing an emergency appropriation in the Health Life Dental Fund's Miscellaneous account in the amount of \$184,798 for an unbudgeted settlement expenditure in the fiscal year 2019 budget.

- As a result of a payroll audit conducted by the Internal Revenue Service (IRS), it was determined that Lake County owed additional Employment Tax.
- Human Resources employed a third-party consultant expert to review the findings and negotiate a settlement. The possible outcomes of the settlement were discussed prior to the negotiation with the Finance & Administrative Committee in executive session.
- This settlement was not anticipated and has not been budgeted, requiring an emergency

appropriation. Due to the deadline of the terms of the settlement, the payment has already been made and this action is seeking ratification after the fact.

- There are sufficient reserves in the Health Life Dental Fund to absorb this unbudgeted expenditure.
- This resolution appropriates funds for the settlement.

7.32 [19-0966](#)

Resolution amending the Lake County Employee Policies and Procedures section 4.2, Vacation Time.

- Due to the conversion of Lake County's payroll system to UltiPro, the accrual of employee vacation time needs to be amended.
- The Lake County Employee Policies and Procedures Ordinance, Section 4.2 - Vacation time will be amended as follows:
 - Accrual of vacation time will begin on the employee's first day.
 - Accrual of vacation time will be spread evenly over all paychecks instead of 24 paychecks a year.
 - Annual accrual remains the same.

Attachments: [Vacation Time Policy](#)

7.33 [19-0959](#)

Resolution amending the Lake County Employee Policies and Procedures section 4.5, Sick Leave.

- The Employee Sick Leave Act (Public Act 99-0841) (the "Act") is a State law that requires employers to allow employees to use at least a portion of the sick leave time already available to them, under certain existing employer policies, to care for specific relatives.
- In order to comply with the Employee Sick Leave Act, the Lake County Employee Policies and Procedures Ordinance, Section 4.5 - Sick Leave is being amended as follows:
 - The policy defines family member as designated by law (defined as the employee's child, stepchild, spouse, domestic partner, sibling, parent, mother or father in law, grandchild, grandparent, or step parent).
 - The policy clarifies usage of Family Medical Leave Act (FMLA) for a family member, as defined by law.
- Additionally, due to the conversion of our payroll system to UltiPro, the accrual of employee sick time in the Lake County Employee Policies and Procedures Ordinance, Section 4.5 - Sick Leave is being amended as follows:
 - Accrual of sick time will begin on the employee's first day.
 - Accrual of sick time will be spread evenly over all paychecks instead of 24 paychecks a year.
 - Annual accrual remains the same.

Attachments: [Sick Time Policy 6.6.19](#)

7.34 [19-0971](#)

Committee action amending Health Insurance Plan documents.

- Due to the conversion of our payroll system to UltiPro, the start date of health insurance for new employees needs to be changed.
- Currently, new employee health Insurance coverage begins on the first day of the month following a full month of employment.
- The standard configuration for UltiPro provides that new employee health insurance coverage begin on the first day of the month following the date of employment.

7.35 [19-0926](#)

Resolution authorizing a Collective Bargaining Agreement between Operating Engineers Local 150 and Lake County Public Works Department.

- This is a three year agreement beginning December 1, 2017 through November 30, 2020.
- Employees may perform work covered by other Local 150 Collective Bargaining Agreements.
- Employees will receive a 2.5 percent and 2.85 percent wage increase effective December 1, 2017 and December 1, 2018, respectively, and an increase equivalent to the wage increase of non-union employees for December 1, 2019.
- It is projected that the cost of the general increase will be \$119,401 for Fiscal Year (FY) 2018 and \$139,521 for FY2019.

Attachments: [PW Operating Engineers 17-20](#)

7.36 [19-0983](#)

Resolution authorizing a Collective Bargaining Agreement between Operating Engineers Local 150 and Lake County Health Department.

- This is a three year agreement beginning December 1, 2017 through November 30, 2020.
- Employees may perform work covered by Local 150 Collective Bargaining Agreements.
- These employees will receive a 2.5 percent and 2.85 percent wage increase effective December 1, 2017 and December 1, 2018, respectively, and an increase equivalent to the wage increase of non-union employees for December 1, 2019.
- To establish internal equity between similar positions, pay ranges will be adjusted with a five percent increase.
- Current employees will receive a three percent equity adjustment effective upon the ratification of the Collective Bargaining Agreement. It is projected that the equity adjustment will cost \$13,040 annually.
- It is projected that the cost of the general increase will be \$10,308 for Fiscal Year (FY) 2018 and \$12,045 for FY2019.

Attachments: [HD Maint Dept 17-20.pdf](#)

7.37 [19-1035](#)

Ordinance prohibiting new video gaming licenses in unincorporated Lake County.

- On August 13, 2013, Lake County passed an ordinance allowing video gaming in unincorporated areas of Lake County and established requirements for video gaming licensing.
- The ordinance has been in place for nearly six years and staff, through the administration of the ordinance as well as through the Health and Community Development Commission (HCDC), has annually funded addiction prevention and treatment programs.
- There are approximately 380 venues in Lake County where 1,800 machines are located.
- Since the introduction of video gaming, approximately \$56,000,000 has been spent and not recouped in video gaming machines in unincorporated Lake County and \$360,000,000 lost county-wide.
- Research indicates there tends to be a higher concentration of problem gamblers surrounding gambling venues. The social impact includes increased incidents of police activity, bankruptcy, foreclosure, job loss, divorce and suicide.
- This action prohibits further licensing of video gaming in unincorporated Lake County. Current license holders will be able to continue operating.

Attachments: [Ordinance 09-2023 Prohibiting Video Gaming](#)
[Proposed Amendments to Video Gaming Ordinance](#)

7.38 [19-1032](#)

Discussion regarding a health insurance update and 2020 planning.

7.39 [19-0944](#)

Discussion regarding General Obligation bond refunding opportunity.

7.40 [19-0990](#)

Finance and Administrative Services and Information Technology (IT) Departments Year in Review 2018 and Highlights for 2019.

Attachments: [FAS & IT Presentation 6.6.19](#)

8. **Executive Session**

8.1 [19-0928](#)

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

8.2 [19-0943](#)

Committee action authorizing reclassification of a position in the Chief County Assessor's Office.

8.3 [19-0951](#)

Committee action authorizing reclassification of a position in the Stormwater Management Commission (SMC).

8.4 [19-0952](#)

Committee action authorizing a salary adjustment in the Lake County's Sheriff's Office.

9. **County Administrator's Report**

10. **Members Remarks**

11. **Adjournment**

Next Meeting: June 27, 2019