

Lake County Illinois

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



Agenda Report - Final

Thursday, June 27, 2019

8:30 AM

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**

6.1 **[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: [Proposed Amendments to Video Gaming Ordinance](#)
[Video Gaming Proposed Ordinance - Option 2](#)
[Video Gaming - Summary Notes](#)

7. **New Business**

CONSENT AGENDA (Items 7.1 - 7.12)

Approval of Minutes

7.1 **[19-1092](#)**

Minutes from May 2, 2019.

Attachments: [F&A 5.2.19 Minutes - Final](#)

7.2 **[19-1093](#)**

Executive Session minutes from May 2, 2019.

LAW & JUDICIAL

7.3 [19-1051](#)

Joint resolution authorizing an emergency appropriation with offsetting revenue in the amount of \$282,269 to implement Adult Redeploy Illinois programming for the Nineteenth Judicial Circuit Court.

- The Adult Redeploy Illinois Oversight Board (Illinois Criminal Justice Information Authority) recently announced that the Nineteenth Judicial Circuit was awarded \$282,269 in Adult Redeploy Illinois funding for the grant period of July 1, 2019 through June 30, 2020.
- The Court has received Adult Redeploy Illinois funding since 2008.
- The program will provide residential treatment for high risk and high need offenders who are chemically dependent, recovery coaching services, and access to recovery home services which will provide a continuum of care in the community.
- The State fiscal year 2019 grant award is an increase of \$3,644 over the SFY 2019 amount of \$278,625.
- This resolution authorizes an emergency appropriation of \$282,269 and the execution of a program agreement to accept the grant funding. The grant does not require a match.

Attachments: [Adult Redeploy SFY2020 Award Letter.pdf](#)
[Chart of Accounts SFY20.pdf](#)

7.4 [19-1095](#)

Joint resolution authorizing the renewal of the State's Attorney's Violent Crime Victims Assistance (VCVA) grant program awarded by the Office of the Illinois Attorney General for state fiscal year (SFY) 2020, including grant funding of \$35,000.

- This is a request to renew the VCVA grant administered through the Office of the Illinois Attorney General, with a grant period from July 1, 2019 through June 30, 2020.
- Funding for this grant began in 1990 and has been renewed each year.
- Grant program goals include the promotion of fairness, accountability and coordination of services for victims and witnesses of domestic violence, and the promotion of policy and procedure for domestic violence cases in order to improve response by law enforcement and court personnel.
- The grant will fund \$35,000 to offset the salary of a domestic violence victim witness coordinator (DV Coordinator).
- The DV Coordinator position and grant is already included in the State's Attorney's approved fiscal year (FY) 2019 budget.

Attachments: [SFY20 VCVA Award Letter](#)

7.5 [19-1096](#)

Joint resolution authorizing the renewal of the Lake County Children's Advocacy Center's Victim of Crime Act (VOCA) victim advocate grant program, awarded by the Children's Advocacy Centers of Illinois (CACI) for state fiscal year (SFY) 2020, including grant funding of \$233,006.

- In 1999, the Lake County Children's Advocacy Center implemented two victim advocate grants, which have been renewed each year since, to supplement funding for two victim advocates, one being bilingual.

- In 2016, both grant programs were combined into one contract, and in 2017, funding for an additional victim advocate position was added.
- This grant is for the period of July 1, 2019 through June 30, 2020 and funds a portion of the salary and benefits for three victim advocates housed at the Lake County Children's Advocacy Center along with additional program costs.
- The victim advocates provide comprehensive, supportive services to child victims and their non-offending family members, throughout the court process.
- Program goals include providing advocacy services for child victims of abuse and their non-offending family members, preventing re-victimization of children through education, providing emotional support and maintaining the current staff of victim advocates in order to provide efficient services to abused children.
- Sources of funding include federal funds in the amount of \$233,006 for partial salary and benefits for the victim advocates assigned to the grant program.
- The Lake County Children's Advocacy Center provides any additional salary, fringe benefits or program costs by reimbursing the State's Attorney's Office. No County funding is required for this program.

Attachments: [SFY20 CACI VOCA Grant Award Letter](#)

7.6 **19-1097**

Joint resolution authorizing the renewal of the Lake County Children's Advocacy Center's victim advocate grant program, awarded by the Department of Children & Family Services (DCFS), including \$80,380 in grant funding, which includes an increase of \$31,992 from state fiscal year (SFY) 2019.

- DCFS grant funding to provide partial salary for a victim advocate at the Lake County Children's Advocacy Center began prior to 1998 and has been renewed each year since.
- This grant is for the period of July 1, 2019 through June 30, 2020 and funds a portion of the salary and benefits for one victim advocate housed at the Lake County Children's Advocacy Center.
- The victim advocate provides comprehensive, supportive services to child victims and their non-offending family members, throughout the court process.
- Program goals include providing advocacy services for child victims of abuse and their non-offending family members, providing a digitally recorded interview in a child friendly location, providing mental health referrals, providing emotional support, conducting protocol reviews and Multidisciplinary Team (MDT) case meetings, and preventing re-victimization of children through education.
- Sources of funding include state funds in the amount of \$80,380 for partial salary and benefits of the victim advocate assigned to the grant program.
- The Children's Advocacy Center provides any additional salary costs by reimbursing the State's Attorney's Office.

Attachments: [SFY20 DCFS CAC Award amount](#)

7.7 [19-1100](#)

Joint resolution authorizing an amendment for an extension of the Lake County Children's Advocacy Center's Victim of Crime Act (VOCA) victim advocate grant program, awarded by the Children's Advocacy Centers of Illinois (CACI).

- This VOCA victim assistance grant extension is for an equipment purchase that will help the Lake County Children's Advocacy Center preserve interview evidence.
- In 1999, the Children's Advocacy Center implemented two victim advocate grants, which have been renewed each year since, to supplement funding for two victim advocates, one being bilingual.
- In 2016, both grant programs were combined into one contract, and in 2017, funding for an additional victim advocate position was added.
- The new grant extension is for the performance period of July 9, 2018 through August 15, 2019 and includes an increase in grant funding in the amount of \$15,287.
- The Children's Advocacy Center provides the required match and any additional program costs by reimbursing the State's Attorney's Office. No County funding is required for this program.

Attachments: [CACI VOCA Extension](#)

PUBLIC WORKS, PLANNING & TRANSPORTATION

7.8 [19-1076](#)

Joint resolution authorizing a contract with Landscape Concepts Management, Inc., Grayslake, Illinois, for lawn care and landscape services at 97 Lake County sites for Public Works, Division of Transportation, and Facility Operations, in the estimated amount of \$337,169, per year, with renewal options.

- Lake County desires to enter into a contract with Landscape Concepts Management for lawn care and landscape service for Lake County Public Works, Division of Transportation, and Facility Operations.
- Invitations for bid were extended to 10 vendors; 13 vendors registered to download the bid documents.
- Sealed bids were received from one vendor.
- Landscape Concepts Management, Inc. is the lowest responsive and responsible bidder who best meets the needs of the County.
- Landscape Concepts Management a Lake County vendor, has been successfully providing these services for Lake County for the past 13 years.
- 80 Public Works sites are being serviced in the amount of \$208,713, one Division of Transportation site is being serviced in the amount of \$14,227; and 11 Facility Operations sites are being serviced in the amount of \$114,229.

Attachments: [Vendor Disclosure Form](#)

[19109 Award Information](#)

[19109 Bid Tab](#)

7.9 [19-1062](#)

Joint resolution authorizing the disposal of excess property located at the intersection of 8th Street and Sheridan Road in the Village of Winthrop Harbor (Village) via a quitclaim deed, and the execution of an agreement with the Village.

- Lake County owns a parcel of property, approximately 0.193 acres, at the intersection of 8th Street and Sheridan Road in Winthrop Harbor, Illinois.
- The excess parcel was acquired in 1972 and is not needed for current or future transportation improvements by the Lake County Division of Transportation.
- This resolution authorizes the disposal of the parcel via a quitclaim deed to the Village.
- This resolution authorizes the execution of an agreement with the Village of Winthrop Harbor for the terms and conditions of the property transfer.

Attachments: [19-1062 8th Street at Sheridan Road Excess Property Agreement Draft](#)

FINANCIAL & ADMINISTRATIVE

7.10 [19-1043](#)

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

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

7.11 [19-1058](#)

Report from Mary Ellen Vanderventer, Recorder of Deeds, for the month of May 2019.

Attachments: [May 2019](#)

7.12 [19-0992](#)

Joint resolution authorizing the purchase of the Freedom Technologies R8100 Communications system analyzer from Freedom Communications Technologies, Johnsburg, Illinois, in an estimated total amount of \$46,370.

- The Lake County Emergency Telephone System Board (ETSB) and partner agencies utilize the STARCOM radio network and other radio networks.
- Funding for the communications system analyzer is provided by ETSB's collection of 9-1-1 fees.
- Pursuant to Article 10-101 of the Lake County Purchasing Ordinance, Cooperative Purchasing, Lake 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 between the participants.
- ETSB identified a cooperative purchasing contract with Freedom Communication Technologies through National Association of State Procurement Officials (NASPO) to procure the equipment that was competitively solicited and awarded.
- Maintenance of radios that access and communicate on the STARCOM radio network is required to ensure effective delivery of emergency calls to first responders.

REGULAR AGENDA

PUBLIC WORKS, PLANNING & TRANSPORTATION

7.13 [19-1063](#)

Joint resolution authorizing a contract with Peter Baker & Son Co., Lake Bluff, Illinois, in the amount of \$2,770,861.99 for the resurfacing of Fairfield Road (Nippersink Road to Illinois Route 134); Fairfield Road (Monaville Road to Illinois Route 132); Wilson Road (Illinois Route 60 to Nippersink Road), which will be improved under the Illinois Highway Code for a total of 4.0 miles, and appropriating \$3,325,000 of Motor Fuel Tax funds.

- Fairfield Road (Nippersink Road to Illinois Route 134); Fairfield Road (Monaville Road to Illinois Route 132); Wilson Road (Illinois Route 60 to Nippersink Road), needs resurfacing.
- This resurfacing improvement has been identified within the County's pavement management system and is included in the highway improvement program and designated as Section 18-00999-59-RS.
- A total of one bid was received, in the amount of \$2,770,861.99, and the responsible bidder is Peter Baker & Son Co., Lake Bluff, Illinois, with a contract amount of \$2,770,861.99.

Attachments: [19-1063 Bid Tab, Fairfield and Wilson Road Resurfacing](#)

[19-1063 Fairfield Road Vendor Disclosure - Peter Baker](#)

7.14 [19-1064](#)

Joint resolution authorizing a supplemental appropriation of \$120,000 of ¼% Sales Tax for Transportation funds and \$100,000 of Matching Tax funds for fiscal year (FY) 2019 miscellaneous services needed to address items such as soil, environmental, drainage, bridge, wetland, utilities, easement and right-of-way purchases.

- Miscellaneous services are needed to improve the County highway system.
- Before miscellaneous services for construction projects can be done utilizing these funds, an appropriation is needed.
- A supplemental appropriation is needed primarily to address the increased cost associated with soil disposal and utilities.
- The acquisition of these services is included in the Highway Improvement Program, and designated as Section 19-00000-02-EG.

FINANCIAL & ADMINISTRATIVE

7.15 [19-1111](#)

Ordinance establishing a standard street address system for unincorporated areas of Lake County.

- The County Board adopted an address standard ordinance on July 12, 1977 and mandated its use for official tax records.
- Exemptions were granted for mailing addresses to several homeowners' associations that objected to these changes.
- Based on that decision these properties have two addresses (dual addressing).
- Dual addressing poses issues for public safety, mail delivery, navigation systems, along

with other business transactions.

- The 1977 address ordinance will be replaced with the Ordinance establishing a standard street address system for unincorporated areas of Lake County.
- The statewide implementation of the Next Generation 9-1-1 system by July 1, 2020 will rely on a single address.
- The ordinance will allow the adoption of a local addressing system so long as it meets the criteria outlined in the ordinance.
- The ordinance also has an enforcement component, something that is lacking in the 1977 address ordinance.

7.16 **19-1060**

Resolution authorizing a contract with McDonagh Demolition, Chicago, Illinois, Paul Borg Construction Company, Chicago, Illinois and Homestead Electric Company, Ingleside, Illinois for Job Order Contracting (JOC) General Contractor Services in the estimated annual amount of \$2,000,000 per contractor.

- The current contract for JOC General Contractors is expiring.
- 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 \$350,000.
- JOC is a competitively bid, fixed price, indefinite quantity contract; work includes a collection of tasks and related specifications with pre-established unit prices that are included in the Construction Task Catalog (CTC) developed for the County.
- An Invitation to Bid was extended to 35 vendors.
- The bid identified that the contract may be awarded to three vendors and requested contractors submit adjustment factors to be applied to the CTC.
- Sealed bids were received from one local vendor and 14 nonlocal vendors with combined adjustment factors ranging from 0.7886 to 3.1350.
- Paul Borg Construction Company submitted a bid with combined adjustment factor of 0.7995, Homestead Electric Company submitted a bid with a combined adjustment factor of 0.8535, and McDonagh Demolition Company submitted a bid with a combined adjustment factor of 0.7886.
- Paul Borg Construction Company, Homestead Electric Company, and McDonagh Demolition Company, are the lowest responsive and responsible adjustment bids.

Attachments: [Bid Tabulations All Contractors.pdf](#)

[Purchasing Award Information for all 3 Vendors.doc](#)

[Homestead Electrical Contracting, LLC Intent to Award Letter.pdf](#)

[McDonagh Demolition Intent to Award Letter.pdf](#)

[Paul Borg Construction Intent to Award Letter.pdf](#)

7.17 **19-1079**

Committee action approving Contract Modification Number One in the amount of \$45,000 with Johnson Controls, Arlington Heights, Illinois, for routine inspections and preventative maintenance of Chillers, Air Cooled Condensing Units, and Building Automation Systems (BAS) for various Lake County (County) facilities.

- At its March 2018 meeting, the Lake County Board authorized a contract with Johnson Controls for quarterly and annual inspections of equipment and software maintenance

- for the Building Automation Systems (BAS) in the estimated annual amount of \$63,448.
- Facilities identified a cooperative purchasing contract with Johnson Controls through the Sourcewell Cooperative Purchasing Program to procure quarterly and annual inspections of equipment and software maintenance for BAS by the original equipment manufacturer that was competitively solicited and awarded.
 - There is a need to modify the award to include the ongoing service and maintenance of chillers and air-cooled condensing units in various County facilities that were originally managed through a department contract.
 - In accordance with Article 8, section 101(2) of the Lake County Purchasing Ordinance, this modification was not reasonably foreseeable at the time the contract was signed it is hereby requested that the Purchasing Agent be authorized to enter into Contract Modification Number One.
 - This resolution authorizes Contract Modification One with Johnson Controls in the amount of \$45,000 for a total estimated contract amount of \$108,448.

Attachments: [18041 Award Information-Johnson Controls \(v2\)](#)

7.18 **19-1071**

Committee action approving Contract Modification Number Three with Ultimate Software (UltiPro), Weston, Florida, for payroll system customization for the Division of Transportation (DOT), increased travel costs for additional on-site implementation services and for go-live, and timeclock annual cost increase.

- In March 2018, the Lake County Board authorized a contract with Ultimate Software for a Payroll and Human Resources Information System (HRIS) in the amount \$418,150 annually.
- In April 2018, the department authorized an administrative, no cost, Contract Modification Number One to amend contract language to include UltiPro Learning Online Documentation in Section 26. The total contract value remained at \$418,150.
- In March 2019, the department authorized administrative Contract Modification Number Two for a change in the go-live date from April 1, 2019 to July 1, 2019 and added additional scope to address costing issues in the amount of \$40,000. This was covered by the Owner Contingency approved by the Board in March 2018. This Contract Modification increased the contract amount by \$40,000 for a total contract value of \$458,150.
- Contract Modification Number Three is requested for DOT payroll customization, go-live travel, and the increase to the annual timeclock costs. This Contract Modification increases the contract amount by \$45,614 for a total contract value of \$502,764.
- In accordance with Article 8, Section 101 (2) of the Lake County Purchasing Ordinance, this Change Order is germane to the original contract as signed and is in the best interest of Lake County it is hereby requested that the Purchasing Agent be authorized to enter into Contract Modification Number Three.
- This resolution authorizes Contract Modification Three with Ultimate, in an amount of \$45,614 for DOT payroll customization, go-live travel, and the increase to the annual timeclock costs and increases the contract amount by \$45,614 for a total contract value of \$503,764.

Attachments: [17195 Purchasing Award Information change order number 3.doc](#)
[Lake County Vendor Disclosure Statement - Ultimate](#)

7.19 [19-1072](#)

Committee action approving Change Order Number Two with The Information House, Inc. a division of HUB International Midwest Limited (iHouse), Chicago, Illinois for project management for implementation and post go-live support of the Payroll and Human Resources Information System (HRIS).

- In July 2018, the Lake County Board authorized a contract with iHouse, for consulting services for project management of the implementation of the Payroll and HRIS in the amount \$345,900.
- In June 2019, the department authorized an administrative Change Order Number One for additional implementation services to support the extension of the HRIS “go-live” date which increased the contract amount by \$34,500 for a total contract value of \$380,400
- As the project nears final implementation, there is a need for continued project management services from iHouse of the HRIS through October 31, 2019.
- In accordance with Article 8, Section 101 (2) of the Lake County Purchasing Ordinance, this Change Order is in the best interest of Lake County and it is hereby requested that the Purchasing Agent be authorized to enter into Change Order Number Two.
- This Change Order increases the contract amount by \$74,100 for a total contract value of \$454,500.

Attachments: [18059 Purchasing Award Information change order number 2.doc](#)
[HUB_Lake County DISCLOSURE STATEMENT v012319.pdf](#)

7.20 [19-1073](#)

Resolution authorizing a contract for one year with two one-year renewals with Lake Forest Graduate School of Management, Lake Forest, Illinois, for organizational development consulting services for Lake County in an annual amount of \$150,000.

- Lake County desires to enter into a contract for organizational development consulting services for Lake County to create a comprehensive learning development program ensuring that Lake County is an employer of choice.
- Since September 2017, Lake County Human Resources has operated without an Organizational Development Specialist or someone to oversee and create training and development programs and there is a need to re-establish a leadership development and continuing training programs for department heads, managers/supervisors and line staff.
- A Request for Proposal was extended to 38 vendors, sealed proposals were received from four vendors, and interviews were held with two firms.
- Based on the criteria set forth in the Request for Proposals, evaluation committee comprised a cross departmental members selected Lake Forest Graduate School of Management as the most favorable proposal for Lake County.
- This contract is for a one-year period with two one-year renewals. It will cost \$75,000 in Fiscal Year (FY) 2019 and \$150,000 in future years, subject to budget appropriation.

Attachments: [19056 Award Recommendation.pdf](#)
[19056 Scoring Matrix- Board .pdf](#)
[Vendor Disclosure Statement.pdf](#)

7.21 [19-1078](#)

Ordinance providing for the issue of not to exceed \$54,000,000 General Obligation Refunding Bonds (Sales Tax Alternate Revenue Source) to refund certain outstanding obligations of the County, authorizing and directing the execution of an Escrow Agreement, providing for the levy of property taxes and collection, segregation and distribution of certain sales taxes to pay said bonds, and authorizing the sale of said bonds to the purchaser thereof.

- Lake County has the opportunity to refund certain General Obligation Sales Tax Alternate Revenue debt that is funded by ¼% Regional Transportation Authority (RTA) Sales Tax for Transportation and Public Safety.
- Series 2010A was originally issued in the amount of \$31,410,000 with interest rates ranging from 4.85 - 5.25 percent and has a final maturity on November 30, 2028. Series 2011A was originally issued in the amount of \$20,000,000 with interest rates ranging from four to five percent and has a final maturity on November 30, 2025. Both were issued to provide road improvements to public roads within the County.
- Interest rates currently available in the bond market are favorable such that refunding is recommended to take advantage of debt service savings. It is anticipated that the bond sale in early August 2019 would result in debt service savings of about \$3,200,000 less the costs of issuance for a Net Present Value Benefit of approximately \$2,700,000. The refunded bonds will mature in 2028.
- A report on the bond sale results will be shared at the August 13, 2019, County Board meeting and the bonds will close in early September.
- This ordinance authorizes and provides for the issuance of not to exceed \$54,000,000 General Obligation Refunding Bonds (Sales Tax Alternate Revenue Source), Series 2019.

Attachments: [Bond Refunding Ordinance](#)

7.22 [19-1082](#)

Monthly financial reports.

Attachments: [2019 Economic Indicator Report June 06.14.2019 YTD](#)
[Monthly Report - Apr 19](#)

7.23 [19-1083](#)

Presentation and discussion regarding Recruitment and Retention Strategy.

7.24 [19-1084](#)

Presentation and discussion regarding a health insurance update and 2020 planning.

7.25 [19-1089](#)

Resolution authorizing the execution of a Collective Bargaining Agreement (CBA) between Illinois Council of Police and Lake County Health Department.

- The is a three year agreement beginning December 1, 2018 through November 30, 2021.
- These employees will receive a 2.85 percent wage increase effective December 1, 2018 and the same wage increase as non-union employees for December 1, 2019.

- Current employees may receive a conditional two percent merit adjustment effective on their anniversary date of employment every two years.
- It is projected that the cost of the general increase will be \$9,785 for Fiscal Year 2019.

Attachments: [HD County Animal 18-21](#)

7.26 [19-1077](#)

Committee action authorizing reclassification of a vacant position in the County Administrator's Office.

7.27 [19-1091](#)

Resolution authorizing the Public Works Department to add a new position, Senior Engineer, to its budget with a pay range between \$65,890 and \$103,266 as a result of performing work currently performed by a contractor for the Lake Region Sanitary District (LRSD).

- The County entered into an Intergovernmental Agreement with LRSD to provide sanitary services.
- Currently, a contracted engineering firm performs related duties.
- The work can be performed more cost and operationally effective if a full-time regular employee is added to the budget.
- The contracted service cost is \$165,000 annually and the full-time budgeted position should cost \$94,610 to \$118,200 annually; for an annual cost savings of \$70,390 to \$46,800.

7.28 [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 [19-1128](#)

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

9. County Administrator's Report

9.1 [19-1119](#)

Discussion of the Draft Lake County Strategic Plan.

Attachments: [Draft - Lake County Strategic Plan 06.2019](#)

10. Members Remarks

11. Adjournment

Next Meeting: August 1, 2019.