Lake County Illinois

Central Permit Facility
500 W Winchester Road
Libertyville, IL 60048

Agenda Report - Final

Wednesday, January 9, 2019

8:30 AM

2nd Floor, Main Conference Room

Public Works, Planning & Transportation 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 - 7.2)

APPROVAL OF MINUTES

DIVISION OF TRANSPORTATION

7.1 **18-1545**

Ordinance providing for the establishment of an altered speed zone for 25 miles per hour (MPH), currently designated 30 MPH, on Maple Street/Willow Street, located in Antioch Township in conformity with Chapter 625 - Section 5/11-604 of the Illinois Compiled Statutes.

- This speed study was requested by the Antioch Township Highway Commissioner.
- The necessary speed studies have been undertaken and an ordinance is required to establish speed zones.

7.2 **18-1546**

Ordinance providing for the establishment of an altered speed zone for 25 miles per hour (MPH), currently designated 30 MPH, on Oak Spring Lane/Timber Lane/Tanya Trail/River Drive, located in Libertyville Township in conformity with Chapter 625 - Section 5/11-604 of the Illinois Compiled Statutes.

- The speed study was requested by the Libertyville Township Highway Commissioner.
- The necessary speed studies have been undertaken and an ordinance is required to establish speed zones.

REGULAR AGENDA

PUBLIC WORKS

7.3 **19-0043**

Joint resolution authorizing an emergency appropriation in the amount of $1,006,684.43 within the Lake County Public Works Department's Fund 610 for the initial interest payment on the Des Plaines River Water Reclamation Facility's (WRF) Illinois Environmental Protection Agency (IEPA) L17-5013 debt service loan.

- The State of Illinois determines the debt service calculations and payment schedule for IEPA loans once a capital project reaches substantial completion. The Des Plaines WRF project reached substantial completion ahead of schedule in Fiscal year 2018, and

therefore there is a need to recognize loan proceeds and payments in the FY 2018 budget.
- Due to these events occurring after the county's 2018 budget development and subsequent approval, there is insufficient authority in the Public Works Department's Fiscal Year (FY) 2018 operating budget; therefore, an emergency appropriation is required.
- This resolution authorizes an emergency appropriation in the amount of $1,006,684.43 to increase the debt service interest expense and offsetting loan proceeds revenue budgets during County FY 2018 within the Public Works fund 610.

7.4 **19-0042**

Joint resolution authorizing a one-year contract extension with Advanced Utility Systems, Inc., Toronto, Ontario, in the amount of $44,469.03 for proprietary software licenses and maintenance services thru December 31, 2019.

- The County's Utility Billing System (UBS), currently licensed and maintained by Advanced Utility Systems (Advanced) since November 16, 2010, performs utility user fee billing and collection financial recordkeeping for its approximate 26,000 county retail sewer and water customers accounts.
- Due to technological advances and security requirements, and enhanced security requirements, the department issued a competitive request for proposal and, on July 10, 2018, the County Board subsequently approved a new contract awarding the purchase, implementation, and maintenance of a replacement utility billing system to a new vendor. Implementation of the replacement software system is slated to occur mid-year, 2019.
- A contract extension with Advanced Utility Systems, Inc. is required for the County to perform its existing billing business functions until the new system's conversion and implementation is successfully completed.
- In accordance with Article 6, Section 102 of the Lake County Purchasing Ordinance, the Purchasing Agent approved 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 resolution authorizes the Purchasing Agent to execute a one-year contract extension with Advanced Utility Systems in the amount of $44,469.03 for software licenses and maintenance services thru December 31, 2019 and is a budgeted item .

Attachments: 19-0042 Advanced Bid exemption request.pdf

19-0042 Advanced Utility Purchasing Award Information.pdf

7.5 **19-0061**

Ordinance proposing to re-establish of Lake County Special Service Area (SSA) Number 12 (SSA #12) and providing for a public hearing and other procedures in connection therewith (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.
- This ordinance proposes to re-establish SSA #12 and provides for a public hearing to

consider a financial mechanism for maintenance of private roads, in the established area 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.

Attachments: SSA #12 Renewing Ordinance 2019

SSA 12- For Committee Item FINAL

7.6 **19-0060**

Director's Report - Public Works.

PLANNING, BUILDING AND ZONING

7.7 **19-0039**

Joint resolution ratifying an emergency procurement with Lake County Grading Company, Libertyville, Illinois, in the amount of $60,800 for the emergency demolition of a dangerous and unsafe structure deemed to be an immediate and continuing hazard to the community.

- Pursuant to state law, the County Board has the authority to expedite the demolition of any open and vacant buildings within unincorporated portions of Lake County that constitute an immediate and continuing hazard to the community per 55 Illinois Compiled Statues (ILCS) 5/5-1121.
- Planning, Building and Development (PBD) brought forth a resolution to the Planning, Building and Zoning Committee on October 3, 2018 identifying an unsafe building located at 27275 West Lakeview Drive South, Wauconda, Illinois that constituted an immediate and continuing hazard to the community. Approval was requested to initiate the process to expedite the demolition of the unsafe building.
- No action was taken by the property owner within 30 days which allowed PBD to expedite the demolition. Through an emergency procurement, the building was subsequently demolished. The demolition was completed on December 10, 2018.
- Pursuant to the Lake County Purchasing Ordinance, emergency procurements are made when there is a threat to public health, welfare, or safety, or to prevent or minimize serious disruption of governmental services.
- Pursuant to Article 6, Section 103, the Building Official submitted a written determination of the basis for the emergency and the certification that the procurement of these services was appropriate.

Attachments: Tarkowski Narrative_

7.8 **19-0059**

Director's Report - Planning, Building and Development.

DIVISION OF TRANSPORTATION

7.9 **19-0027**

Presentation of department overview and Five-Year Highway Improvement Plan summary.

Attachments: 19-0027 PWPT New Committee Members-DOT Overview 1-9-2019

7.10 **19-0025**

Joint resolution authorizing the transfer of a temporary easement and a permanent

easement, near the Peterson Road and Behm Lane intersection, from Lake County to the Central Lake County Joint Action Water Agency (CLCJAWA).

- Lake County has title to property near the Peterson Road and Behm Lane intersection in Fremont Township.
- The County will dedicate a temporary easement to the CLCJAWA, for ingress and egress purposes, to construct a water transmission pipeline.
- The County will grant a permanent easement to the CLCJAWA, for the sum of $10, to construct and maintain the water transmission pipelines and related attachments, equipment and appurtenant structures.

Attachments: 19-0025 CLCJAWA-LCDOT Permanent Easement Agreement Draft

19-0025 CLCJAWA-LCDOT Temporary Easement Agreement Draft

7.11 **19-0023**

Joint resolution appropriating $30,000 of ¼% Sales Tax for Transportation funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with the installation of traffic signals on Sunset Avenue, from Green Bay Road to Golf Road in the City of Waukegan, and designated as Section 12-00999-30-TL.

- Traffic signals need to be replaced on Sunset Avenue at the intersections of McAree Road, Yeoman Street, and North Jackson Street.
- Preliminary plans and specifications for this improvement have been prepared.
- Before right-of-way acquisitions can proceed, an appropriation of funds and condemnation authority are necessary.
- This improvement is included in the highway improvement program with construction planned in 2020.
- A Congestion Mitigation and Air Quality (CMAQ) grant of approximately $1,400,000 has been secured by the Lake County Division of Transportation (LCDOT) to cover up to 80 percent of the project construction costs.

7.12 **19-0002**

Joint resolution authorizing an agreement with Corbin Design, Traverse City, Michigan, for consulting and design services for a bike path wayfinding signage study, in the amount of $125,760, appropriating $155,000 of ¼% Sales Tax for Transportation funds, and designated as Section 18-00999-49-BT.

- Lake County will conduct a bike path signage study to develop a wayfinding strategy, guidelines, and sign standards for implementation along Lake County owned multi-use paths.
- The study will have a public outreach component that will involve the public as well as key stakeholders in the planning process.
- A consultant will be utilized for these services.
- Lake County Division of Transportation (LCDOT) received and evaluated Statements of Qualification from eight professional firms, of which three were short-listed and presented to a consultant selection committee.
- In accordance with the Local Government Professional Services Selection Act, the recommended firm is Corbin Design, Traverse City, Michigan, in the amount of $125,760.

- This study is included in the highway improvement program and planned for completion in early 2020.

Attachments: 19-0002 Bike Path Wayfinding Study Consultant Agreement

7.13 **19-0024**

Joint resolution authorizing an agreement with Parsons, Chicago, Illinois, for a feasibility study along Lewis Avenue, from Illinois Route 137 to Sunset Avenue, in an amount of $541,785, appropriating $651,000 of ¼% Sales Tax for Transportation funds, and designated as Section 18-00082-10-ES.

- Lewis Avenue, from 14th Street to Belvidere Street, is nearing the end of its useful life and needs to be reconstructed.
- The County desires to perform a feasibility study along a larger section of Lewis Avenue, from Illinois Route 137 to Sunset Avenue, to ensure the reconstruction project aligns with the future needs of the corridor.
- The feasibility study will examine the characteristics of the traffic along the corridor and determine what improvements will be needed to accommodate future traffic.
- A consultant will be utilized to perform these professional engineering services.
- The Lake County Division of Transportation (LCDOT) received and evaluated Statements of Qualification from seven professional firms of which four were short-listed and presented to a consultant selection committee.
- In accordance with the Local Government Professional Services Selection Act, the recommended firm is Parsons, Chicago, Illinois, in the amount of $541,785.
- This study is included in the highway improvement program and targeted for completion in 2020.

Attachments: 19-0024 Lewis Avenue Feasibility Study Engineering Agreement

7.14 **19-0022**

Joint resolution appropriating a supplemental amount of $214,000 of Matching Tax funds and approving Change Order Number Three in the amount of $203,332.01, for the repair and stabilization of an existing sheet piling wall adjacent to the multi-use path on the north side of Grass Lake Road along with repairs to the concrete bridge substructure, and designated as Section 16-00059-11-BR.

- Grass Lake Road retaining wall is currently under contract with Alliance Contractors, Inc., Woodstock, Illinois, in the amount of $1,180,202.50.
- This Lake County Board, at its meetings of November 14, 2017, and March 13, 2018, approved $1,110,000 and $85,000 respectively, of Matching Tax funds for this project.
- Change orders need to be approved by the standing committees for cumulative net increases over 10 percent. Appropriations/transfers in excess of $50,000 require Financial and Administrative Committee approval. State statute requires County Board approval of appropriations from this funding source.
- Change Order Number Three, in the amount of $203,332.01, is needed to cover additional structural repair work to the concrete bridge substructure as the required quantity of repair work determined in the field during construction was beyond what was estimated in the design documents.
- Change Order Number Two, in the amount of $10,137.94, consisted of balancing plan design pay items to final field measured quantities and additional pay items to address

landscaping and traffic control items that arose during construction.

- Change Order Number One, in the amount of $4,102.26, was needed to add temporary pavement marking items that were necessary during construction.
- Change Order Number Three in the amount of $203,332.01, along with a contingency of approximately five percent, will be funded through a supplemental appropriation in the amount of $214,000 from the Matching Tax fund.

Attachments: 19-0022 Grass Lake Road, Change Order 3

7.15 **19-0001**

Director's Report - Transportation

9. **Executive Session**

10. **County Administrator's Report**

11. **Members' Remarks**

12. **Adjournment**

Next Meeting: January 30, 2019