

Lake County Illinois

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



Agenda Report - Final

Thursday, September 1, 2022

8:30 AM

**Assembly Room, 10th Floor or register to virtually attend at
<https://bit.ly/3Kb9sMG>**

Financial & Administrative Committee

PUBLIC ATTENDANCE: The public can attend Lake County Committee and Board meetings (two options):

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.
- (2) Remote / virtual attendance through registration at the link on the front page of this agenda.

RECORDING: Meetings, to include Public Comment, will be recorded.

PUBLIC COMMENT: The public will be afforded time to comment on matters related to the business of the County Board. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per comment. In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. Individuals attending in-person or remotely may present their Public Comment during the meeting. Individuals not in attendance may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to PublicComment@Lakecountyil.gov or delivered to the County Board Office 18 N. County Street, Waukegan, Illinois (10th floor)).

Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance on the 10th Floor, (2) Public Comment by individuals who registered via the link on the front page of the agenda and are attending remotely / virtually, and then (3) written comments.

Individuals providing Public Comment will provide the following information:

- * Meeting: Financial & Administrative Committee (Subject line for written Public Comment)
- * Name (REQUIRED)
- * Topic or Agenda Item # (REQUIRED)
- * Street Address, City, State (Optional)
- * Phone Number (Optional)
- * Organization/Agency/etc. Represented (If representing yourself, put "Self")

To view County Board Rules, click here: <https://bit.ly/3idRdrV>

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Members
4. Addenda to the Agenda
5. Public Comment (Items Not on the Agenda)
6. Chair's Remarks
7. Unfinished Business
8. New Business

CONSENT AGENDA (Items 8.1 - 8.11)

MINUTES

8.1 [22-1203](#)

Committee action approving the Financial and Administrative Committee minutes from July 28, 2022.

Attachments: [F&A 7.28.22 Final Minutes](#)

REPORTS

8.2 [22-1057](#)

Report from Robin M. O'Connor, County Clerk, for the month of June 2022.

Attachments: [LCC Report for June 2022](#)

8.3 [22-1151](#)

Report from Robin M. O'Connor, County Clerk, for the month of July, 2022.

Attachments: [LCC Report for July 2022](#)

8.4 [22-1131](#)

Report from Mary Ellen Vanderventer, Recorder of Deeds, for the month of July 2022.

Attachments: [July 2022](#)

LAW & JUDICIAL

8.5 [22-1172](#)

Joint resolution authorizing the acceptance of a State Fiscal Year (SFY) 2023 Juvenile Justice Council (JJC) grant awarded to and by the Illinois Juvenile Justice Commission (IJJC) through the Illinois Department of Human Services (IDHS) to enhance and strengthen the Lake County JJC by the SAO, including an emergency appropriation of \$55,740 in grant funds.

- The Lake County JJC is a collaborative effort of many government and private agencies addressing juvenile justice procedures and programs.
- The JJC works to identify initiatives/areas in which attention or enhancement will benefit the County's JJC overall and the individuals involved.
- The SAO has been awarded a 12-month JJC Grant in the amount of \$55,740 from the IJJC through the IDHS.
- The grant term is July 1, 2022, through June 30, 2023.
- The SAO will use the funds to enhance and strengthen the JJC through annual training, outreach and focusing on programs that are proactive in preventing delinquency.
- Grant program funding will support a contracted part-time JJC Coordinator, the creation and purchase of preventative/proactive printed materials, outreach supplies, training, and education.
- The source of funding for this JJC project is 100 percent grant funds; no County funding is required.
- If program funding is reduced or eliminated the program and staff will be eliminated.

Attachments: [JJC Grant 07-01-22 thru 06-30-23 1270-35146 NOSA Cover Page](#)

[JJC Grant Accounting Spreadsheet 07-01-22 thru 06-30-23](#)

8.6 [22-1173](#)

Joint resolution authorizing the acceptance of a State Fiscal Year (SFY) 2023 Juvenile Justice Youth Service Program (JJYSP) grant awarded to the Lake County State's Attorney's Office (SAO) by the Illinois Juvenile Justice Commission (IJJC) through the Illinois Department of Human Services (IDHS) to continue the A Step Up Program that helps address youth involved in adolescent domestic battery within their homes, including an emergency appropriation of \$47,125 in grant funds.

- The Lake County Juvenile Justice Council (JJC) is a collaborative effort of many government and private agencies addressing juvenile justice procedures and programs and is run by the SAO.
- The JJC received state grant funds in SFY 2021 to implement a JJYSP, Step Up Program in Lake County to help address youth involved in adolescent domestic battery within their homes. Step Up is an acronym for Stop-Think-Evaluate-Plan-Use-Patience. Through the Step Up Program, youth, and their parent(s) work with social workers for more than 21 weeks in group therapy

sessions. The sessions utilize a restorative justice and Circumplex Family Systems Model to focus on accountability, empathy, communication, but also restoring relationships and establishing appropriate authority within the home.

- The Lake County State's Attorney's Office has been awarded a 12-month JJYSP Grant in the amount of \$47,125 from the IJJC through the IDHS for the period of July 1, 2022, through June 30, 2023.
- The SAO will use the grant funding to continue the Step Up Program in Lake County by subcontracting with OMNI Youth Services, which is the Comprehensive Community Based Youth Services (CCBYS) agency in Lake County. OMNI Youth will provide two social workers to administer the program with the youth and their families. Funding will also be used for grant administration, program supplies, brochures, and outreach materials.
- The source of funding for this JJYSP project is 100 percent grant funds; no County funding is required.
- If funding for these positions and services end, and new funding is not secured, the positions and services will be eliminated.

Attachments: [JJYSP Grant Accounting Spreadsheet 07-01-22 thru 06-30-23](#)

[JJYSP Grant Award 07-01-22 thru 06-30-23 - 1270-35159 Nosa Cover F](#)

8.7 [22-1178](#)

Joint resolution authorizing a contract, with SHI International Corp., Somerset, New Jersey for Adobe LiveCycle System in an estimated annual amount of \$40,242.16.

- The Courts have been utilizing Adobe LiveCycle since 2013.
- Adobe LiveCycle system now called Adobe Experience Manager (AEM), a product of Adobe, is presently being utilized in streamlining 12 business application workflows which create efficient processes in operations and allow time savings for both staff and management.
- Purchasing identified a cooperative purchasing contract with SHI International Corp through Sourcewell Cooperative Agreement to procure equipment, products, or services.
- The contract authorizes the Purchasing Agent to enter into a contract, in an estimated annual amount of \$40,242.16. The current term of the contract is through October 30, 2023, with the option to renew for one additional year.
- Pursuant to Article 33.115 Cooperative Joint Purchasing of the Lake County Purchasing Ordinance, Lake County may participate in a cooperative purchasing agreement with Sourcewell.

Attachments: [Vendor Disclosure Statement](#)

[Sourewell Cooperative Contract](#)

[SHI Quote-22259774.pdf](#)

[Terms and Conditions.pdf](#)

PUBLIC WORKS, PLANNING & TRANSPORTATION

8.8 [22-1169](#)

Joint resolution authorizing a contract with Synagro Central, LLC, Baltimore, MD for the Biosolids Management Program for Lake County Public Works in the estimated amount of \$704,120.

- An invitation to bid was issued for the Biosolids Management Program and sealed bids were received from one vendor.
- Synagro Central, LLC was determined to be the lowest responsive and responsible bidder who best meets the needs of the County in the estimated amount of \$704,120 based on unit pricing.
- This invitation for bid incorporated changes to the mix of biosolids generated at the Des Plaines River WRF due to the biosolids dryer project coming online.
- This contract has a one year term period with the opportunity to extend for four years.
- This resolution authorizes and directs the County Purchasing Agent to execute a contract with Synagro Central, LLC, Baltimore, MD in the amount of \$704,120 and is a budgeted item.

Attachments: [22-1169 Biosolids Bid 22050 Final](#)
[22-1169 Biosolids Revised Bid Tab](#)
[22-1169 Biosolids Synagro Vendor Disclosure Form](#)

8.9 [22-1170](#)

Joint resolution authorizing a contract with Water Well Solutions Illinois Division, LLC of Elburn, Illinois in the amount of \$63,450 annually for well pump maintenance and repair services.

- The County owns active and standby well water systems that require on-going maintenance and repair.
- The current contract expired on August 18, 2022.
- The County received bids from two contractors for this work, ranging from \$63,450 to \$228,300. Water Well Solutions Illinois LLC., was determined to be the lowest responsive and responsible bidder who best meets the needs of the County in an estimated amount of \$63,450 annually. The contract has a two-year term period with the opportunity to extend for three one-year periods.
- This resolution authorizes and directs the County Purchasing Agent to execute a contract with Water Well Solutions Illinois Division, LLC, Elburn, IL in the amount of \$63,450.00 annually for well pump maintenance and repair services.

Attachments: [22-1170 Water Well Solutions Bid Tab Final](#)
[22-1170 Water Well Solutions Final Bid Document](#)
[22-1170 Water Well Solutions Vendor Disclosure Form](#)

8.10 [22-1167](#)

Joint resolution authorizing separate agreements with Kenosha County, Wisconsin, and the Village of Pleasant Prairie, Wisconsin, for proposed intersection improvements at Russell Road and Lewis Avenue, and Russell Road and Kenosha Road, and memorializing maintenance responsibilities along Russell Road and 128th Street/State Line Road.

- The intersections of Russell Road with Lewis Avenue and Kenosha Road will be improved with the installation of roundabouts.
- The intersections are on the Illinois/Wisconsin state line and will require joint effort between Lake County, Kenosha County, and the Village of Pleasant Prairie, specifically for the acquisition of property necessary to build the improvements.
- As part of this agreement, Kenosha County and the Village of Pleasant Prairie would acquire all property within their respective boundaries, without reimbursement from Lake County.
- The agreement also memorializes maintenance responsibilities along Russell Road and along 128th Street/State Line Road as both routes follow along the Illinois/Wisconsin state line.
- This project is included in the Transportation Improvement Program, and designated as Section 22-00999-91-CH.

Attachments: [22-1167 Russell Road Kenosha County Agreement](#)
[22-1167 Russell Road Pleasant Prairie Agreement](#)
[22-1167 Location Map, Russell Road](#)

8.11 [22-1168](#)

Joint resolution authorizing a contract with Superior Road Striping, Inc., Melrose Park, Illinois, in the amount of \$235,732.60 for center line rumble strip installation with hot spray thermoplastic pavement markings on various County highways, which will be improved under the Illinois Highway Code and appropriating \$285,000 of Motor Fuel Tax funds.

- This work consists of adding approximately 12 miles of center line rumble strip on existing two-lane highways with double yellow pavement markings and adding hot spray thermoplastic pavement markings on isolated sections of highways.
- There was a public call for bids, and a total of one bid was received, and the lowest responsible bidder is Superior Road Striping, Inc., Melrose Park, Illinois, in the amount of \$235,732.60.
- This project is included in the Transportation Improvement Program with construction in 2022, and is designated as Section 22-00000-12-GM.

Attachments: [22-1168 Bid Tab, Center Line Rumble Strip](#)
[22-1168 Vendor Disclosure, Superior Road Striping](#)
[22-1168 Location Map, Centerline Rumble Strip](#)

REGULAR AGENDA

LAW & JUDICIAL

8.12 [22-1174](#)

Joint resolution authorizing the acceptance, and emergency appropriation of a State Fiscal Year (SFY) 2023 HB0900 Public Act 102-0698, Violence Prevention and Reduction Grant, for the State's Attorney's Office (SAO) Gun Violence Prevention Initiative (GVPI), from the State General Revenue Fund administered through the Illinois Criminal Justice Information Authority (ICJIA) in the amount of \$450,000 in state funds for the period of September 1, 2022, through June 30, 2023.

- This Violence Prevention and Reduction Program grant will provide funding for the SAO Gun Violence Prevention Initiative (GVPI).
- The purpose of the GVPI is to work with community-based organizations to identify and hire violence interrupters who will work to reduce gun violence, specifically in Waukegan, North Chicago, and Zion and to provide opportunities for the most at-risk in our communities.
- The GVPI will engage residents, community leaders, local businesses, faith leaders, service providers, and high-risk individuals to build coalitions and develop strategies to reduce violence.
- The long-term and short-term key to reducing violence is through aggressive, evidence-based techniques that rely upon intense and sustained engagement with at-risk individuals over several years.
- The funding of \$450,000 will provide for seven violence interrupter staff salary and benefits expenses.
- The grant is administered through the ICJIA for the performance period of September 1, 2022, through June 20, 2023.
- The source of program funding is 100 percent state funding, no County funds are required.
- If funding for this program ends, and new funding is not secured, the program and staff will be eliminated.

Attachments: [ICJIA FY23 State Grant Award Memo Violence Prevention & Reduction A](#)
[Violence Prevention & Reduction Grant SFY23 HB 0900 PA 102-0698 Ac](#)

8.13 [22-1175](#)

Joint resolution authorizing the acceptance, and emergency appropriation of a State Fiscal Year (SFY) 2023 HB0900 Public Act 102-0698, Violence Interruption Program Grant, from the State Coronavirus Urgent Remediation Emergency Fund consisting of ARPA Federal Funds for the State's Attorney's Office (SAO) Gun Violence Prevention Initiative (GVPI), administered through the Illinois Criminal Justice Information Authority (ICJIA) in the amount of \$450,000 in federal funds for the period of September 1, 2022, through June 30, 2023.

- This Violence Interruption Program grant will provide funding for the SAO Gun Violence Prevention Initiative (GVPI).

- The purpose of the GVPI is to work with community-based organizations to identify and hire violence interrupters who will work to reduce gun violence, specifically in Waukegan, North Chicago, and Zion and to provide opportunities for the most at-risk in our communities.
- The GVPI will engage residents, community leaders, local businesses, faith leaders, service providers, and high-risk individuals to build coalitions and develop strategies to reduce violence.
- The long-term and short-term key to reducing violence is through aggressive, evidence-based techniques that rely upon intense and sustained engagement with at-risk individuals over several years.
- The funding of \$450,000 will provide for six violence interrupter staff salary and benefits expenses.
- The grant is administered through the ICJIA for the performance period of September 1, 2022, through June 20, 2023.
- The source of program funding is 100 percent federal funding, no County funds are required.
- If funding for this program ends, and new funding is not secured, the program and staff will be eliminated.

Attachments: [ICJIA Grant Award Memo - ARPA Violence Prevention & Reduction Grant](#)
[Violence Prevention & Reduction ARPA Federal Grant State Passthrough](#)

PUBLIC WORKS, PLANNING & TRANSPORTATION

8.14 [22-1166](#)

Joint resolution authorizing a contract with Meade, Inc., Willowbrook, Illinois, in the amount of \$1,247,132.20, for the maintenance of traffic control signals, street lights, and Lake County PASSAGE field elements, under the applicable Illinois Highway Code, from December 1, 2022, to November 30, 2023, and appropriating \$1,580,000 of Motor Fuel Tax funds, \$1,497,000 for maintenance and \$83,000 for electrical service.

- Patrol One maintenance activities are paid out of the Motor Fuel Tax fund, including the maintenance and electrical service and Joint Utility Locating Information for Excavators (JULIE) for the County traffic control signals, streetlights, other field equipment, and field elements of Lake County PASSAGE.
- This is a shared service item, with existing agreements with Buffalo Grove, Deerfield, Deer Park, Gurnee, Highland Park, Highwood, and the Illinois Department of Transportation for the inclusion of certain traffic signals within their jurisdiction in the County's traffic signal maintenance contract for reimbursement to the County for their share.
- There was a public call for bids, and a total of two bids were received, ranging from \$1,247,132.20 to \$1,386,585.69, and the lowest responsible bidder is Meade, Inc., Willowbrook, Illinois, with a contract amount of \$1,247,132.20.
- This improvement is included in the Transportation Improvement Program, and

designated as Section 23-00000-01-GM.

Attachments: [22-1166 Bid Tab, 2023 Traffic Signal Maintenance](#)
[22-1166 Vendor Disclosure, Meade](#)

FINANCIAL & ADMINISTRATIVE

Facilities and Construction Services

8.15 [22-1214](#)

Director's Report - Facilities and Construction Services.

- Regional Operations and Communications (R.O.C.) Facility design update.

Attachments: [ROC Facility Design Update 01SEP22](#)

Human Resources

8.16 [22-1213](#)

Presentation on 2023 Lake County Health Insurance.

8.17 [22-0031](#)

Director's Report - Human Resources.

Enterprise Information Technology

8.18 [22-0030](#)

Director's Report - Enterprise Information Technology.

Finance

8.19 [22-0032](#)

Director's Report - Finance.

County Administration

8.20 [22-1216](#)

Discussion regarding the renewal of Lake County's Franchise Agreement with Comcast.

Attachments: [Comcast Franchise Agreement Renewal DRAFT 072022](#)

8.21 [22-1217](#)

Update and discussion on the strategic review of personnel to include restructuring for efficiency and effectiveness and minimizing duplication.

- Policy 3.5.FY23, Fiscal Year 2023 Budget Planning Guidance, was approved on May 10, 2022.
- Section 5.1.3 of this policy directed, "A focus on strategic review of personnel. This will include the strategic elimination of internal or external operations or services

that are delivered by other enterprise-wide departments or by other external parties, with a goal of efficiency and effectiveness without duplication."

9. County Administrator's Report

10. Executive Session

10.1 [22-0033](#)

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

10.2 [22-0034](#)

Executive Session to discuss collective bargaining pursuant to 5 ILCS 120/2 (c)(2).

10.3 [22-0035](#)

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

10.4 [22-0555](#)

Executive Session to discuss claims, loss/risk, records, data, advice, or communications with respect to an insurer, risk management association, or self-insurance pool pursuant to 5 ILCS 120/2 (c)(12).

10.5 [22-0036](#)

Executive Session to review closed session minutes pursuant to 5 ILCS 120/2 (c)(21).

10.5A [22-1205](#)

Committee action approving the Financial and Administrative Committee's Executive Session Minutes from August 4, 2022.

11. Members' Remarks

12. Adjournment

Next Meeting: September 8, 2022