

Lake County Illinois

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



Meeting Minutes - Final

Friday, June 19, 2020

8:30 AM

Live-streamed at <http://lakecounty.tv/>, on Comcast's Channel 18 or 30 (depending on where you live) & AT&T U-Verse Channel 99

F&A Special Committee on COVID-19 Recovery

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the May 29, 2020, Gubernatorial Disaster Proclamation, and the attached Written Determination of the Lake County Board Chair, this meeting will be held via audio and video conference and not in the Assembly Room located on the 10th Floor of the Administrative Tower at 18 N. County Street, Waukegan, Illinois.

This meeting will be live-streamed at <http://lakecounty.tv/> and on Comcast's network, Channel 18 or 30 (depending on where you live) and AT&T Channel 99.

Public comments are welcomed and encouraged. Public comments received by 8:30 a.m., Friday, June 19, 2020 will be read at the beginning of the meeting under Public Comment in the order they are received. Comments received during the meeting will be held until the end of the meeting. Please note: A total of 30 minutes will be permitted for Public Comment and no more than three minutes per public comment pursuant to the County Board Rules of Order and Operational Procedures. All comments received will be included in the Committee's meeting minutes regardless of whether they are read aloud at the meeting.

PUBLIC COMMENTS shall be emailed to CountyBoard@lakecountyil.gov with the following information:

- * Subject Title: F&A Special Committee on COVID-19 Recovery Public Comment
- * Name
- * Street Address (Optional)
- * City, State (Optional)
- * Phone (Optional)
- * Organization, agency, etc. being represented. (If representing yourself, put "Self")
- * Topic or Agenda Item Number followed by Public Comment.

Public with no access to email may leave a message with the County Board Office at 847-377-2300.

0.0 [20-0824](#)

Determination of need for meetings of the Lake County Board and Committees to be held by audio or video conference.

Attachments: [Letter Determination Chair Hart\(07-02-20\).pdf](#)

1. Call to Order

Chair Frank called the meeting to order at 8:30 a.m.

Present 5 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark and Member Pedersen

Others present:

Dick Barr, County Board

Kristy Cechini, County Board Office

Kevin Considine, Lake County Partners

Karen Fox, State's Attorney's Office

Gary Gibson, County Administrator's Office

Gunnar Gunnarson, State's Attorney's Office

Sandy Hart, County Board

Jim Hawkins, County Administrator's Office

Carl Kirar, Facilities and Construction Services

Angelo Kyle, County Board

Judy Martini, County Board

Matt Meyers, County Administrator's Office

Brenda O'Connell, Community Development

Mike Rummel, Lake County Board

Jennifer Serino, Workforce Development

Julie Simpson, County Board

Patrice Sutton, Finance and Administrative Services

Arin Thrower, Communications

Blanca Vela-Schneider, County Administrator's Office

Eric Waggoner, Planning, Building and Development

2. Pledge of Allegiance

Chair Frank led the Pledge of Allegiance.

3. Addenda to the Agenda

There were no additions or amendments to the agenda.

4. Public Comment

There were no comments from the public.

5. Chair's Remarks

Chair Frank remarked on Juneteenth, National Freedom Day.

6. Old Business

There was no old business to discuss.

7. New Business

Consent Agenda (Item 7.1)

Approval of Minutes

7.1 [20-0819](#)

Minutes from June 12, 2020.

Attachments: [F&A COVID-19 Recovery 6.12.20 Minutes.pdf](#)

A motion was made by Member Carlson, seconded by Member Vealitzek, that the minutes be approved. The motion carried by the following vote:

Aye: 5 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark and Member Pedersen

Regular Agenda

7.2 [20-0820](#)

Update on COVID-19 Related Rental, Utility, and Food Assistance Programs.

Eric Waggoner, Planning, Building and Development Director, reported on the efforts of the Community Resources Task Force. Staff has conducted pre-application training on rental and utility assistance and Lake County received 18 township and non-profit applications. Community Resources Task Force has released the food assistance application for nonprofit providers. The next steps to both programs were reviewed.

Director Waggoner indicated that there is currently enough monies to fund the first wave of application requests but there may be a need for more funding in the future. Member Martini requested a list of townships that have applied for assistance so that additional outreach can be made to townships that have not applied. The County, townships, and nonprofit agencies will raise awareness of the resources available to residents, including through the 2-1-1 referral assistance and Communications. Discussion ensued.

This matter was discussed

7.3 [20-0813](#)

Proposed resolution approving a professional services agreement with Lake County Partners to administer the Small Business Recovery Program in the amount of \$60,000.

Attachments: [LCP Bid Exemption Request.pdf](#)
[VENDOR DISCLOSURE STATEMENT LCP June2020.pdf](#)
[Agreement - Partners \(004\) 6.17.pdf](#)
[Small Business Grant Overview\(06-23-20\).pdf](#)

Jennifer Serino, Workforce Development Director, reported that the Business and Economic Task Force has been working on the Small Business Recovery Program. Lake County Partners has been identified as a trusted partner that can assist with the management and fund disbursement of the program due to its contacts with businesses

and agencies in the County. Working with the Communications Department, Lake County Partners will create, collect, and manage applications, and offer its recommendations to the Program Application Grant Committee. Director Serino reviewed the application process and the criteria to be eligible.

Discussion ensued regarding the application process, funding priorities, and business outreach. Director Serino reported that businesses will need to certify that they have not received any other federal funding to be eligible for the grant. Members Barr and Martini requested that businesses that were newly open just before the pandemic should be eligible. The consensus of the committee is to further evaluate this scenario but not delay the resolution from going to the Financial and Administrative Committee for consideration.

A motion was made by Member Pedersen, seconded by Member Carlson, that this item be approved and referred on to the Financial and Administrative Committee.

The motion carried by the following vote:

Aye: 5 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark and Member Pedersen

7.4 [20-0822](#)

Proposed resolution authorizing an emergency appropriation for the CARES Act Coronavirus Relief Fund by the F&A Special Committee on COVID-19 Recovery in the amount of \$10,000,000 for Municipality and Fire Protection District Reimbursement and funded through Lake County's allocation of the CARES Act Coronavirus Relief Fund.

Attachments: [MuniFPD IGA - Cares Act Funds Agreement DRAFT.pdf](#)

[Lake County - MuniFPD Reimbursement Guidance DRAFT.pdf](#)

[CARE Act Emergency Appropriation - Municipalities/Fire Protection District](#)

Chair Frank reported that municipalities have submitted approximately \$5,000,000 in COVID-19 related expenses. Municipalities and fire protection districts have also identified other needs that must be vetted by staff. At its last meeting, the committee suggested an initial allocation of \$10,000,000 to assist municipalities and fire protection districts, but to defer any additional allocations until a comprehensive review of all expenses related to the pandemic has been evaluated by the Committee.

Matt Meyers, County Administrator's Office, reported that the Financial Task Force is drafting its internal guidance that will be provided to the municipal and fire protection district applicants that outlines reimbursable expenses and processes. Applicants will be required to certify that no other sources of funding has been received. To streamline the reimbursement process, the agreement includes language that designates the County Administrator as the signatory authority.

Member Carlson expressed concern that population is the sole criteria for funding. It was noted that agencies are required to apply for funds.

A motion was made by Member Vealitzek, seconded by Member Pedersen, that this item be approved and referred on to the Financial and Administrative Committee.

The motion carried by the following vote:

Aye: 5 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark and Member Pedersen

7.5 [20-0823](#)

Guidance to staff.

Jim Hawkins, Deputy County Administrator, reported that based on today's conversation, staff will:

- * provide a list of townships that have applied for rental and utility assistance;*
- * continue to investigate an aggressive communications plan for all the programs, and evaluate whether to send physical mailings to businesses;*
- * review the ability to draft applications in multiple languages;*
- * draft an initial strategic plan for the comprehensive use of CARES funds*
- * will include the Lake County Partners resolution for management of the Small Business Application Program on the Financial and Administrative Committee agenda;*
- * refine the criteria in the Small Business Application Program to include businesses that were established less than a year prior to the pandemic; and*
- * submit status updates to the Committee and County Board Members on the status and efficacy of the programs.*

Guidance to staff was provided.

8. Executive Session

The Committee did not enter into Executive Session.

9. Public Comment

There were no comments from the public.

10. County Administrator's Report

Jim Hawkins, Deputy County Administrator's Office, noted that there was audio issue of the live-stream video at the onset of the meeting. He provided a brief update regarding what had occurred during that time.

11. Members' Remarks

12. Adjournment

Chair Frank reported that next week's meeting will follow the County Board Special Call meeting.

The meeting was adjourned at 10:01 a.m.

Next Meeting: June 26, 2020

Minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

F&A Special Committee on COVID-19 Recovery