

# Lake County Illinois

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



## Meeting Minutes - Final

Thursday, September 3, 2020

8:30 AM

### AMENDED AGENDA

Live-streamed at: <http://lakecounty.tv/>, Comcast Ch. 18 or 30,  
AT&T U-Verse Ch. 99, & 18 N County St, Waukegan (10th Floor)

### Financial & Administrative Committee

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the August 21, 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 on the 10th Floor of the Administrative Tower at 18 N. County Street, Waukegan, Illinois.

**PUBLIC VIEWING:** This meeting will be live-streamed at <http://lakecounty.tv/> and on Comcast's network, Channel 18 or 30 and AT&T Channel 99. Per the Governor's Disaster Proclamation, in accordance with section 120/7(e)(4) of the OMA, in-person attendance by members of the public will be available in the Assembly Room on the 10th Floor of the Administrative Tower at 18 N. County Street, Waukegan, Illinois and is limited to the number of persons practicable in keeping with social distancing requirements.

**PUBLIC COMMENT:** Public Comments are welcomed and encouraged. Emailed Public Comments received by 8:30 a.m., Thursday, September 3, 2020 for items not on the agenda will be read at the beginning of the meeting under Public Comment in the order they are received. Comments on agenda items will be read during consideration of that item. Comments received during the meeting will be held until the end of the meeting. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per Comment pursuant to the County Board Rules of Order and Operational Procedures. All emailed Comments received will be included in the Committee's meeting minutes.

Email Public Comments to [CountyBoard@lakecountyil.gov](mailto:CountyBoard@lakecountyil.gov) with the following:

- \* Subject Title: Financial and Administrative Committee Public Comment
- \* Name
- \* Street Address (Optional)
- \* City, State (Optional)
- \* Phone (Optional)
- \* Organization/agency/etc. represented. (If representing yourself, put "Self")
- \* Topic or Agenda Item Number followed by Public Comment.

Public in attendance on the 10th Floor of the Administrative Tower at 18 N. County Street, Waukegan, Illinois may provide Public Comment.

Public may also 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:** [Determination - Chair Hart - Rev 081320.pdf](#)

1. **Call to Order**

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

**Present** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

*Others present:*

*Marah Altenberg, County Board*

*Dick Barr, County Board*

*Chris Blanding, Information Technology*

*Lynn Buccieri, County Board Office*

*Erin Cartwright, Circuit Court Clerk*

*Jim Chamernik, Sheriff's Office*

*Howard Cooper, Coroner*

*Michael Danforth, County Board*

*Dan Eder, Lake County Emergency Management Agency*

*Gary Gibson, County Administrator's Office*

*RuthAnne Hall, Purchasing*

*Sandy Hart, County Board*

*Jim Hawkins, County Administrator's Office*

*Holly Kim, Treasurer*

*Carl Kirar, Facilities and Construction Services*

*Angelo Kyle, County Board*

*John Light, Human Resources*

*Ann Maine, County Board*

*Vasyl Markus, Treasurer's Office*

*Judy Martini, County Board*

*Austin McFarlane, County Board*

*Matt Meyers, County Administrator's Office*

*Hannah Mulroy, Planning, Building and Development*

*Robin O'Connor, County Clerk*

*Mark Pfister, Health Department*

*Mike Rummel, County Board*

*Abby Scalf, County Board Office*

*Shane Schneider, Division of Transportation*

*Todd Schroeder, Courts Administration*

*Kelly Shelton, Shelton Solutions*  
*Julie Simpson, County Board*  
*Mary Stevens Court Administration*  
*Patrice Sutton, Finance and Administrative Services*  
*Arin Thrower, Communications*  
*Cassandra Torstenson, County Administrator's Office*  
*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**

*Gary Gibson, County Administrator, reported that an amended agenda was published yesterday to incorporate item 7.16, text file 20-1188.*

**4. Public Comment**

*There were no comments from the public.*

**5. Chair's Remarks**

*Chair Frank had no remarks.*

**6. Old Business**

*There was no old business to discuss.*

**7. New Business**

**CONSENT AGENDA (Items 7.1 - 7.8)**

**LAW & JUDICIAL**

**7.1 [20-1111](#)**

Joint resolution authorizing an emergency appropriation with offsetting revenue in the amount of \$20,000 to support the Nineteenth Judicial Circuit Court's Self-Represented Litigant (SRL) Coordinator.

**Attachments:** [Self Represented Litigants FY2021 Grant Letter.pdf](#)

**A motion was made by Member Clark, seconded by Member Wasik, that Consent Agenda items 7.1 through 7.7 be recommended for adoption/received and placed on the County Board agenda and that item 7.8 be received and filed. The motion carried by the following roll call vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**7.2 20-1135**

Joint resolution approving a 12-month (no-cost) extension to the Intergovernmental Agreement (IGA), on behalf of the Lake County Sheriff, Lake County Emergency Telephone System Board (ETSB), and the Lake County Board, to remain a member of the Regional 9-1-1 Consolidation Implementation Governance Committees formed by 21 independent Public Safety Entities in Lake County.

**Attachments:** [911 Consolidation IGA\(10-11-19\) Final](#)  
[IGA Extending Term of Orig IGA\(07-30-20\)](#)

**A motion was made by Member Clark, seconded by Member Wasik, that Consent Agenda items 7.1 through 7.7 be recommended for adoption/received and placed on the County Board agenda and that item 7.8 be received and filed. The motion carried by the following roll call vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**HEALTH & COMMUNITY SERVICES COMMITTEE**

**7.3 [20-1178](#)**

Joint resolution accepting the Illinois Department of Public Health (IDPH) grant and authorizing an emergency appropriation in the amount of \$6,300 for the LHP Narcan Distribution grant.

**Attachments:** [Narcan \\$15K](#)

**A motion was made by Member Clark, seconded by Member Wasik, that Consent Agenda items 7.1 through 7.7 be recommended for adoption/received and placed on the County Board agenda and that item 7.8 be received and filed. The motion carried by the following roll call vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**7.4 [20-1179](#)**

Joint resolution accepting the Illinois Department of Public Health (IDPH) grant and authorizing an emergency appropriation in the amount of \$4,636 for the Perinatal Hepatitis B grant.

**Attachments:** [Perinatal HepB \\$12K](#)

**A motion was made by Member Clark, seconded by Member Wasik, that Consent Agenda items 7.1 through 7.7 be recommended for adoption/received and placed on the County Board agenda and that item 7.8 be received and filed. The motion carried by the following roll call vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

## **PUBLIC WORKS, PLANNING & TRANSPORTATION**

### **7.5 [20-1155](#)**

Joint resolution authorizing an agreement with Hampton, Lenzini and Renwick, Inc., Elgin, Illinois, for Phase II design engineering for the replacement of three culverts located on Monaville Road, Kelsey Road, and Old McHenry Road, at a maximum cost of \$214,840, appropriating \$260,000 of County Bridge Tax funds.

**Attachments:** [20-1155 Culvert Replacement 2021 Engineering Agreement](#)  
[20-1155 Vendor Disclosure, HLR](#)  
[20-1155 Location Map, Culvert Replacement 2021](#)

**A motion was made by Member Clark, seconded by Member Wasik, that Consent Agenda items 7.1 through 7.7 be recommended for adoption/received and placed on the County Board agenda and that item 7.8 be received and filed. The motion carried by the following roll call vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

## **FINANCIAL & ADMINISTRATIVE**

### **7.6 [20-1170](#)**

Resolution authorizing a contract renewal with CDWG, Vernon Hills, Illinois, in an estimated amount of \$51,705 to allow remote access via Citrix Workspace.

**Attachments:** [QuoteCDWGCitrix-51705](#)  
[Vendor Disclosure Statement CDW-Citrix](#)

**A motion was made by Member Clark, seconded by Member Wasik, that Consent Agenda items 7.1 through 7.7 be recommended for adoption/received and placed on the County Board agenda and that item 7.8 be received and filed. The motion carried by the following roll call vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

### **7.7 [20-1172](#)**

Report from Holly Kim, Treasurer, for month of March 2020.

**Attachments:** [2020-03-31.pdf](#)  
[2019-03-31.pdf](#)

**A motion was made by Member Clark, seconded by Member Wasik, that Consent Agenda items 7.1 through 7.7 be recommended for adoption/received and placed on the County Board agenda and that item 7.8 be received and filed. The motion carried by the following roll call vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

7.8 [20-1211](#)

Finance Monthly Report.

**Attachments:** [Finance Monthly Report 083020.pdf](#)

**A motion was made by Member Clark, seconded by Member Wasik, that Consent Agenda items 7.1 through 7.7 be recommended for adoption/received and placed on the County Board agenda and that item 7.8 be received and filed. The motion carried by the following roll call vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**REGULAR AGENDA**

**LAW & JUDICIAL**

7.9 [20-0982](#)

Ordinance amending Chapter 35: Finances, Fees, and Funds, of the Lake County Code of Ordinances, and County Board Ordinance dated June 11, 2019.

**Attachments:** [Exhibit A Chapter 35 Amendments..pdf](#)  
[Fund Balances Actual and Projected.pdf](#)

*Todd Schroeder, Courts Administrator, reviewed the need to adjust the fees in civil cases. The changes will sustain the Law Library which provides print and online legal service and litigant self-representation assistance. The department is seeking to adjust the distribution of the \$20 Criminal and Traffic Assessment Act Fee that is charged to civil filings to support the Law Library. The distribution to the Neutral Site Exchange Fund would be reduced by \$4 and the Children's Waiting Room Fund would be reduced by \$1 to allow the Law Library to receive a distribution in the amount of \$5 per civil case filing. Discussion ensued.*

**A motion was made by Member Wilke, seconded by Member Pedersen, that this ordinance be recommended for adoption to the County Board agenda. Motion carried by the following roll call vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

7.10 [20-1190](#)

Joint resolution to enter into a contract with Wellpath LLC of Nashville, Tennessee, in the estimated annual amount of \$4,417,806 for Jail Inmate and Juvenile Health Care Services.

**Attachments:** [Board Resolution Final](#)  
[Agreement Draft](#)  
[Post Score Matrix](#)  
[Wellpath LLC](#)  
[Award Information](#)

*Jim Chamernik, Sheriff's Office, presented a contract for healthcare services at the Adult Correctional Facility and Juvenile Detention Center. This contract focuses on improving mental health of inmates by increasing the number of hours worked by doctors, psychiatrists and licensed behavioral mental health professionals. Reports will be provided periodically. Discussion ensued regarding processes and protocols for inmates' use of the services, what role health insurance plays, and the metrics that will evaluate the performance of the vendor.*

**A motion was made by Member Wilke, seconded by Member Clark, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**7.11 [20-1206](#)**

Joint resolution approving a Line Item Transfer within the Coroner's budget in the amount of \$22,013 and increasing the headcount of the Coroner's Office by one.

**Attachments:** [Sept 20 Reclass - Pathologist.pdf](#)

*Dr. Howard Cooper, Coroner, discussed the Office's efforts in searching for a forensic pathologist. There are only 450 forensic pathologists in the country. Employing a forensic pathologist instead of outsourcing the work will result in savings to the Office. Discussion ensued regarding whether COVID-19 deaths impact the capacity level of a forensic pathologist and how deaths are handled in the office. The Committee requested periodic reports from the Coroner's Office.*

**A motion was made by Member Wilke, seconded by Member Pedersen, that this resolution be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**HEALTH & COMMUNITY SERVICES COMMITTEE**

**7.12 [20-1177](#)**

Joint resolution accepting the United States Department of Health and Human Services reimbursement and authorizing an emergency appropriation in the amount of \$255,413.21 for the Coronavirus Aid, Relief and Economic Security (CARES) Act Provider Relief Fund.

**Attachments:** [HHS Provider Relief](#)

*Mark Pfister, Health Department Executive Director, reported that this resolution provides for the reimbursement of costs related to COVID-19 expenses. Discussion ensued regarding reporting of fatalities and other key metrics.*

**A motion was made by Member Wasik, seconded by Member Clark, that this resolution be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**7.13 [20-1176](#)**

Joint resolution accepting the Illinois Capital Development Board grant and authorizing an emergency appropriation in the amount of \$3,000,000 for the Community Health Center Construction Act grant.

*Mark Pfister, Health Department Executive Director, reported that this resolution is for the acceptance of a \$3,000,000 grant. The funds will be used for improvement at Zion, North Chicago, and Belvidere Medical building facilities. Discussion ensued.*

**A motion was made by Member Carlson, seconded by Member Wasik, that this resolution be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**PUBLIC WORKS, PLANNING & TRANSPORTATION**

**7.14 [20-1156](#)**

Joint resolution authorizing an agreement with the Chicago Metropolitan Agency for Planning (CMAP) to provide transportation planning staff assistance for the Lake County Council of Mayors.

**Attachments:** [20-1156 CMAP PL Agreement - LCCOM Resolution](#)  
[20-1156 CMAP PL Agreement Draft](#)

*Shane Schneider, Division of Transportation Director, reported that this is a federal grant from CMAP. The funds will be used to reimburse staff for their transportation planning efforts on behalf of the Lake County Council of Mayors.*

**A motion was made by Member Clark, seconded by Member Pedersen, that this resolution be recommended for adoption to the County Board agenda. Motion carried by the following roll call vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

7.15 [20-1154](#)

Joint resolution authorizing an agreement with TranSystems Corporation, Schaumburg, Illinois, for professional engineering services to design a multi-use path along Butterfield Road, from the EJ&E Railroad to Gregg's Parkway, and to investigate the feasibility of a future path from Gregg's Parkway to Golf Road, at a maximum cost of \$313,244, and appropriating \$376,000 of ¼% Sales Tax for Transportation funds.

**Attachments:**   [20-1154 Butterfield Bike Path Engineering Agreement](#)  
[20-1154 Vendor Disclosure, TranSystems](#)  
[20-1154 Location Map, Butterfield Road Bike Path](#)

*Shane Schneider, Division of Transportation Director, reported that this agreement is for the design of a new bike path. Village of Vernon Hills has agreed in the cost participation of the project.*

**A motion was made by Member Clark, seconded by Member Pedersen, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

7.16 [20-1188](#)

Joint resolution revising an Intergovernmental Agreement (IGA) between Lake County Planning, Building, and Development (PBD) and the Village of Fox Lake.

**Attachments:**   [Fox Lake IGA Revised](#)

*Chair Frank reported that this item was approved by the Public Works, Planning, and Transportation Committee and was added to the Financial and Administrative Committee's Amended Agenda. Eric Waggoner, Planning, Building and Development Director, reported that this IGA will expand the scope of services with the Village of Fox Lake and will allow the County to provide review and inspection service if the Village is unable to provide it. The impact to County staff is expected to be minor.*

**A motion was made by Member Wilke, seconded by Member Carlson, that this resolution be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**ENERGY & ENVIRONMENT**

7.17 [20-1197](#)

Joint resolution committing Lake County Government Operations to Net Zero Greenhouse Gas Emissions.

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**Attachments:** [Financial Impact of Net Zero Policy Presentation 09 02 20 EE meeting.pdf](#)  
[Resolution - Net Zero Policy 2020.09.02.pdf](#)  
[Public Comments 47](#)

*Matt Meyers, County Administrator's Office, presented the resolution committing to reduce Lake County Government's operations to net zero greenhouse gas emissions. Kelly Shelton, Shelton Solutions, provided a brief presentation regarding the components of the resolution. The Energy and Environment Committee, at its meeting, recommended that the County reduce its emission targets by 50 percent by 2030 and 90 percent or more by 2040. Discussion ensued.*

**A motion was made by Member Wasik, seconded by Member Wilke, that this resolution be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

#### **FINANCIAL & ADMINISTRATIVE**

**7.18 [20-1168](#)**

Ordinance amending a previous ordinance designating the voting site assigned to 25 of the 415 precincts in Lake County Townships.

**Attachments:** [Exhibit A - 110320.pdf](#)

*Chair Frank reported that this ordinance reassigns 25 precincts to new polling place locations.*

**A motion was made by Member Wilke, seconded by Member Clark, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**7.19 [20-1162](#)**

Resolution ratifying a lease agreement with Lake County Fair Association for the rental of storage space for the personal protection equipment (PPE) in response to the COVID-19 pandemic in an estimated amount of \$18,000 for the initial term.

**Attachments:** [Fully Executed Fair Grounds Lease](#)  
[Fair Grounds Vendor Disclosure](#)  
[LC CARES Internal Small - Rental Costs for PPE Storage - 20200820](#)

*RuthAnne Hall, Purchasing, reported that this resolution ratifies a lease with Lake County Fairgrounds. Lake County Emergency Management Agency has been storing a 60 day supply of personal protective equipment at the Lake County Division of Transportation (LCDOT) but must find a new location due to the LCDOT's need to prepare for the winter*

season. The lease term is September through December 2020 and will then go to a month-to-month basis.

**A motion was made by Member Wasik, seconded by Member Wilke, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**7.20 [20-1164](#)**

Resolution authorizing a contract with Kone Inc., Lombard, Illinois, (KONE) for 13 elevator air sanitizing systems to help move air and contaminants away from the inside our public elevators cabs in an estimated amount of \$235,176.24.

**Attachments:** [Kone Vendor Disclosure Statement](#)  
[Kone Elevator NJPA Proposal for Air Sanitizing System](#)  
[Kone Elevator cab air purifier-cutsheet](#)

*Carl Kirar, Construction and Facilities Director, reported that this contract is for air sanitizing systems in the main elevator cabs for public elevators at the Center Courts and Administrative Tower.*

**A motion was made by Member Clark, seconded by Member Wilke, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**7.21 [20-1165](#)**

Resolution authorizing a contract with Thyssenkrupp Elevator, Downers Grove, Illinois, for seven elevator air sanitizing systems to help move air and contaminants away from the inside our public elevators cabs and four escalator handrail sanitizing system in an estimated amount of \$101,754.

**Attachments:** [TKE Vendor Disclosure](#)  
[Lake County Escalator Handrail UV Sanitizer & Elevator Air Purification W/](#)  
[TKE Elevator cab disinfection-cutsheet](#)

*Carl Kirar, Construction and Facilities Director, reported that this contract is for air sanitizing systems in the main elevator cabs for public elevators at the Courts Tower, Central Permit Facility, Depke Center. He noted that this is slightly different technology than in the previous item and will include UV light sanitizers along escalator handrails. Discussion ensued regarding the expected maintenance costs.*

**A motion was made by Member Vealitzek, seconded by Member Wasik, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**7.22 [20-0870](#)**

Resolution approving a contract with CDW Government (CDW), Vernon Hills, Illinois, to replace the County's backup system which includes hardware, software, and support for 15 months, in an estimated amount of \$244,862.03.

**Attachments:** [CDW Proposal.pdf](#)  
[CDW Additional Support SOW.pdf](#)  
[CDW Vendor Disclosure Form](#)

*Chris Blanding, Information Technology Director, reported that this contract is to replace the County's backup system and is consistent with the County's modernization program. The backup system will be saved to the cloud and is designed to reduce the risk of cyber attacks.*

**A motion was made by Member Carlson, seconded by Member Clark, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**7.23 [20-1191](#)**

Resolution approving the Lake County Fiscal Year (FY) 2021 Health Insurance Plan.

**Attachments:** [FY2021 Health Insurance\(V2\).pdf](#)

*John Light, Human Resources Director, provided a presentation on the County's existing health insurance plan and proposed adjustments that can be made to reduce the County's costs. Discussion ensued regarding the rate of increase and the potential of joining a health insurance pool to minimize cost increases in the future.*

**A motion was made by Member Pedersen, seconded by Member Clark, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**7.24 [20-1204](#)**

Resolution approving a Memorandum of Understanding (MOU) with the Village of Libertyville for the Winchester House property at 1125 N. Milwaukee Avenue, Libertyville, Illinois.

**Attachments:** [Winchester House MOU\\_Libertyville](#)

*Carl Kirar, Facilities and Construction Services, presented a MOU between the County and the Village of Libertyville for the use of Winchester House as a training site by law*

*enforcement and fire protection agencies. Utilities have been turned off at the site.*

**A motion was made by Member Wilke, seconded by Member Clark, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**7.25 [20-1205](#)**

Resolution approving and adopting the Facilities Capital Improvement Plan (CIP) Priorities.

**Attachments:** [Facilities Capital Improvement Plan Backup Information 03SEP20.pdf](#)  
[Facilities Capital Improvement Plan Prioritization 03SEP20.pdf](#)

*Carl Kirar, Facilities and Construction Services Director, presented a resolution with the proposed Facilities CIP priority list. Director Kirar noted that this priority list does not request or appropriate funding for these projects (all are currently unfunded). Specific timing and funding for each project will be handled separately through the budgeting process.*

**A motion was made by Member Pedersen, seconded by Member Carlson, that this item be recommended for adoption to the County Board agenda. The motion carried by the following vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**7.26 [20-1220](#)**

Committee action approving proposed alternative Fiscal Year 2020 (FY2020) budget reductions in accordance with the August 11, 2020 Lake County Ordinance changing the last three FY 2020 fixed holidays to unpaid holidays.

**Attachments:** [Proposed Alternative Reductions.pdf](#)

*Jim Hawkins, Deputy County Administrator, identified four departments that have requested alternative options to the unpaid holiday policy that was approved by the County Board in August. Discussion ensued regarding the number of unions that are participating in the unpaid holidays. Chair Frank suggested reducing the budgets of non participating elected offices. Discussion ensued regarding the budget and staff impact.*

**A motion was made by Member Wilke, seconded by Member Vealitzek, that this item be approved. The motion carried by the following vote:**

**Aye:** 7 - Chair Frank, Vice Chair Vealitzek, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

7.27 [20-1138](#)

Presentation and discussion on fund balance and reserves.

*Patrice Sutton, Finance and Administrative Services Director and Chief Financial Officer, provided a presentation on fund balance reserves. She reviewed fund balance classifications and restrictions on those categories. Discussion ensued regarding fund balances, the reserves, and budget processes.*

**A presentation was provided on fund balance and reserves.**

7.28 [20-1212](#)

Update on CARES Act funding.

*Jim Hawkins, Deputy County Administrator's Office, reported on the status of CARES Act funds. The County previously approved six funding categories for the funds and staff has been diligent in ensuring that all assistance programs/applications comply with the government's guidelines.*

*Small Business Grant Program*

*The County allocated \$20,000,000 to this program and received 1,884 applications totaling \$26,000,000. There were 700 applications that were deemed ineligible due to business location or incomplete information. Staff's attempt to obtain the necessary information from the applicants have been unsuccessful. Of the remaining 1,184 applications totaling \$16,500,000, 158 applications have been approved and funding was mailed on August 31, 2020, 692 applications were determined eligible pending final compliance review, and 334 applications are pending.*

*Municipal and Taxing Body Reimbursement Program*

*The County allocated \$35,000,000 Information regarding the Municipal and Taxing Body Program was sent to 160 entities. As of the first round deadline of July 31, 2020, 46 entities have requested reimbursement totaling \$8,463,248. The next round's deadline is October 15, 2020. Staff is currently reviewing submittals to ensure compliance.*

*Rent and Utility Assistance Program*

*The County allocated \$10,000,000 for rent and utility assistance. There has been \$1,700,000 requested by community partners of which \$411,814 has been released thus far. Staff is monitoring these funds but noted that there may be a need to change the period of time for applicants to receive assistance.*

*Food Assistance Program*

*The County allocated \$4,000,000 for food assistance of which \$2,700,000 has been requested by community partners. It is expected that the entire allocation will be used.*

*PPE Stockpile*

*The County allocated \$3,000,000 for Personal Protective Equipment of which \$396,230*

*has been spent on masks, gloves, face shields, and disinfecting wipes.*

*Deputy Administrator Hawkins indicated that staff has learned lessons to increase efficiency and continues to evaluate programs for effectiveness, efficiency, and potential improvements. Staff is evaluating trends to determine whether funds should be reallocated.*

*Discussion ensued regarding the need for rental assistance. Cassandra Torstenson, County Administrator's Office, clarified that there is a lag in data regarding rental assistance need due to only having one month of information. August data should be received in September and will provide a clearer picture.*

**An update on CARES Act funding was provided.**

**8. Executive Session**

*The Committee did not enter into Executive Session.*

**9. Director's Report**

**9.1 [20-1010](#)**

Directors' Reports.

**There were no Director's reports.**

**10. Public Comment**

*There were no public comments.*

**11. County Administrator's Report**

*There was no report from Gary Gibson, County Administrator.*

**12. Members Remarks**

*Chair Frank reported that road projects on the state and local level have been suspended for the upcoming weekend due to the Labor Day holiday.*

*Member Barr sought additional information regarding the State's declaration of Tuesday, November 3, 2020 (Election day) being set as a holiday.*

**13. Adjournment**

**The meeting was adjourned at 11:50 a.m.**

**Next Meeting: October 1, 2020**

*Minutes prepared by Blanca Vela-Schneider.*

*Respectfully submitted,*

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*Financial and Administrative Committee*