

Lake County Illinois

Meeting Location:
18 N. County Street (10th FL)
Waukegan, IL 60085



Meeting Minutes - Final

Thursday, June 10, 2021

8:30 AM

Special Meeting

Meeting held by video conference. Register to virtually attend the meeting at <https://bit.ly/3z8SjNE>

Financial & Administrative Committee

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the Gubernatorial Disaster Proclamation, and the Written Determination of the Lake County Board Chair, this meeting will be held by audio and video conference.

PUBLIC ATTENDANCE: The public wishing to attend remotely / virtually may: (1) register at the link on the front page of this agenda to attend by audio or video conference or (2) attend remotely on the 10th Floor of the Administrative Tower, 18 N. County Street, Waukegan, Illinois.

PUBLIC VIEWING: This meeting will be recorded and live-streamed at <http://lakecounty.tv/> and on Comcast Channel 18 or 30 and AT&T Channel 99.

PUBLIC COMMENT: The public will be afforded time to comment on matters related to the business of the County Board. Individuals attending remotely / virtually 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 on items not on the agenda will be presented at the beginning of the meeting under "Public Comment." Comments on agenda items may be presented during consideration of that item. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per Comment.

Public Comment will proceed in the following order: (1) Public Comment by individuals in attendance (on the 10th Floor and then those via the registration link) then (2) written comments in the order they are received. To view County Board Rules, click here: <https://bit.ly/3idRdrV> .

Individuals providing Public Comment will be recorded and will provide the following information:

- * Meeting: F&A 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")

0 [21-0069](#)

Chair's determination of need to meet by audio or video conference.

Attachments: [Determination - Chair Hart 12.30.20](#)

1. **Call to Order**

Chair Frank called the Special Meeting of the Financial and Administrative Committee to order at 8:30 a.m.

2. **Pledge of Allegiance**

Chair Frank led the Pledge of Allegiance.

3. **Roll Call of Members**

Present 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

Others present:

Marah Altenberg, County Board

Dick Barr, County Board

Chris Blanding, Enterprise Information Technology

Carissa Casbon, County Board

Bill Durkin, County Board

Gary Gibson, County Administrator's Office

RuthAnne Hall, Purchasing

Sandy Hart, County Board

Jim Hawkins, County Administrator's Office

Erik Karlson, Enterprise Information Technology

Carl Kirar, Facilities and Construction Services

Kristen LaManna, Lake County Resident

Angelo Kyle, County Board

Ann Maine, County Board

Ryan Pinter, Enterprise Information Technology

Gina Roberts, County Board

Patrice Sutton, Finance and Administrative Services

Arin Thrower, Communications

Cassandra Torstenson, County Administrator's Office

Jeremiah Varco, Facilities and COstruction Services

Blanca Vela-Schneider, County Administrator's Office

Brandon Ware, Facilities and Construction Services

John Wasik, County Board

Teri White, State's Attorney's Office

4. Addenda to the Agenda

Gary Gibson, County Administrator, requested that the agenda be amended to provided for a discussion of personnel matters pursuant to 5 ILCS 120/2 (c)(1) in Executive Session. No formal action will be taken on this matter. The general consensus of the Committee is to include personnel matters when it goes into Executive Session.

5. Public Comment (Items Not on the Agenda)

There were no comments from the public.

6. Chair's Remarks

Chair Frank had no remarks.

7. Unfinished Business

7.1 [21-0682](#)

Ordinance authorizing the creation of a Lobbyist Registration Program in Lake County.

Attachments: [Lobbyist Registration - Final 050321.pdf](#)

Chair Frank remarked that state legislation has passed a bill that preempts the proposed ordinance. It is expected to be signed by Governor Pritzker this month. Staff is requesting that this item be postponed indefinitely.

A motion was made by Member Vealitzek, seconded by Member Clark, that this item be postponed indefinitely. The motion carried by the following vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson and Vice Chair Vealitzek

Not Present: 1 - Member Wilke

8. New Business

REGULAR AGENDA

FINANCIAL & ADMINISTRATIVE

Facilities and Construction Services

8.1 [21-0850](#)

Discussion on Facilities Capital Improvement Plan (CIP) Priorities for Fiscal Year (FY) 2022.

Attachments: [FY22 Facilities CIP Priority Brief Updated.pdf](#)

Carl Kirar, Facilities and Construction Director, provided a presentation on FY 2022 Facilities CIP Priorities.

(Member Wilke arrived at 8:48 a.m.)

Director Kirar reported that Facilities CIP Priorities list is developed by key elected officials and department heads who ranked the projects on importance. The list is reviewed by the County Administrator's Office and brought to the County Board for approval. The last priorities list was approved by the County Board on September 8, 2020. Director Kirar clarified that approving the CIP Priorities list does not guarantee funding of the projects. Funding of projects is a multi-tier process that includes budget hearings, design approval, and the construction of the project.

Director Kirar reviewed the Facilities CIP Priorities list for FY 2022. The list contains 12 projects of which the top four include the construction of a 911 Dispatch / Emergency Operations Center (EOC) / Emergency Telephone System Board (ETSB) Facility, construction of a Sheriff's Public Safety Building, the Depke Juvenile Justice Center Renovations, and the construction of a Coroner's Office.

Discussion ensued regarding funding commitments from entities for the 911 Dispatch / EOC / ETSB Facility, the lack of space to allow for girls to participate in the FACE-IT program at the Depke Juvenile Center, funding for the projects, and the lack of space at the Children's Advocacy Center.

Director Kirar reviewed the scope of each of the projects, the estimated cost, the risks, efficiencies, and alternate options that could be considered. Gary Gibson, County Administrator, noted an error in the slide deck regarding the priority level of projects.

(Vice-Chair Vealitzek and Administrator Gibson left the meeting at 9:20 a.m.)

Discussion continued regarding the possibility of having a satellite office for the Children's Advocacy Center, the need to confer with judges regarding the evolving structure and participation level of the FACE-IT program, how the appointment of new judges by state legislature over the upcoming years may impact the priorities list, the need for a consultant to help with a master plan, and the need for more information regarding the Sheriff's Public Safety Building.

Director Kirar reviewed the next steps in approving the priorities list.

The Facilities Capital Improvement Plan Priorities list for Fiscal Year 2022 was discussed.

9. County Administrator's Report

There was no County Administrator's Report.

10. Executive Session

Executive session was entered into at 9:47 a.m.

A motion was made by Member Clark, seconded by Member Wilke, to go into

Executive Session. The motion carried by the following vote:

Aye: 6 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson and Member Wilke

Not Present: 1 - Vice Chair Vealitzek

10.1 [21-0862](#)

Executive session pursuant to 5 ILCS 120/2(c)(8) to discuss security procedures and the use of personnel and equipment to respond to an actual, threatened, or a reasonably potential danger to the safety of employees, staff, the public, or public property.

The Committee discussed security procedures and the use of personnel and equipment in Executive Session.

10.2 [21-0849](#)

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

The Committee reviewed closed session minutes in Executive Session.

10.3 [21-0933](#)

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

The Committee discussed personnel matters in Executive Session.

Executive Session was adjourned at 10:36 a.m.

A motion was made by Member Clark, seconded by Member Danforth, to come out of Executive Session. The motion carried by the following vote:

Aye: 7 - Member Clark, Member Danforth, Chair Frank, Member Pedersen, Member Simpson, Vice Chair Vealitzek and Member Wilke

10.2 [21-0857](#)

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Executive Session Minutes from April 29, 2021.

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

Aye: 5 - Member Clark, Member Danforth, Chair Frank, Member Pedersen and Member Wilke

Not Present: 2 - Member Simpson and Vice Chair Vealitzek

11. Members Remarks

There were no remarks from members.

12. Adjournment

Chair Frank declared the meeting adjourned at 10:38 a.m.

Next Meeting: July 1, 2021

Minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Financial and Administrative Committee, Chair