

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, November 4, 2015

1:00 PM

Assembly Room, 10th Floor

Financial and Administrative Committee

1. **Call to Order**

Chair Paxton called the meeting to order at 1:00 p.m.

Present 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Others present:

Yvette Albarran, Finance and Administrative Services

Barry Burton, County Administrator

Anthony Cooling, Finance and Administrative Services

Sandra Hart, Lake County Board Member

Heather Galan, Public Works

Ben Gilbertson, County Administrator's Office

Gary Gordon, Finance and Administrative Services

Aaron Lawlor, Lake County Board Chairman

Donna Jo Maki, Executive Justice Council

Kimberly Mannette, Information Technology

Debra Nieto, County Clerk's Office

Jorge Ortiz, Honorable Judge

Mike Schieve, Finance and Administrative Services

Kurt Schultz, Finance and Administrative Services

Michele Slav, Finance and Administrative Services

Mary Stevens, Courts

Patrice Sutton, Finance and Administrative Services

Jennie Vana, Communications

Blanca Vela-Schneider, County Board Office

Ryan Waller, Assistant County Administrator

Farrah Watson, Finance and Administrative Services

Dawn Wuck-Rossbach, Sheriff's Office

Carla Wyckoff, County Clerk

2. **Pledge of Allegiance**

Chair Paxton led the Pledge of Allegiance.

3. **Approval of Minutes**

3.1 [15-1168](#)

Minutes from September 2, 2015.

A motion was made that the minutes for items 3.1 through 3.3 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

3.2 [15-1169](#)

Minutes from September 30, 2015.

A motion was made that the minutes for items 3.1 through 3.3 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

3.3 [15-1172](#)

Executive Session minutes from September 30, 2015.

A motion was made that the minutes for items 3.1 through 3.3 be approved. The motion carried by the following vote:

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

4. **Added to Agenda**

There were no items added to the agenda. Chair Paxton moved item 7.18 ahead of 7.5.

5. **Public Comment**

There were no public comments.

6. **Old Business**

There was no old business to conduct.

7. **New Business**

PLANNING, BUILDING & ZONING

7.1 [15-1157](#)

Joint resolution approving an Intergovernmental Agreement with the Village of Lake Zurich for the Lake County Department of Planning, Building and Development to provide plan review and inspection services for the Village.

Deputy County Administrator Amy McEwan reported the two year intergovernmental agreement will allow the County to provide plan review and inspection services to Lake Zurich.

A motion was made by Member Taylor, seconded by Member Sauer, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

LAW & JUDICIAL

7.2 [15-1150](#)

Joint resolution increasing the Law Library fee from \$13 to \$20, to be collected by the Clerk of the Circuit Court from litigants in civil cases, effective January 1, 2016.

Mary Stevens of Courts Administration indicated an increase in the Law Library fee will provide additional services and resources in the Law Library.

A motion was made by Member Mandel, seconded by Member Rummel, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.3 [15-1152](#)

Joint resolution increasing the Children's Waiting Room Fee from \$7 to \$9, to be collected by the Clerk of the Circuit Court from litigants in civil cases effective, January 1, 2016.

Mary Stevens of Court Administration reported an increase of \$2 to the Children's Waiting Room Fee will offset costs of Kids' Korner sites at the Courts building and the future Depke Juvenile facility.

A motion was made by Member Hewitt, seconded by Member Mandel, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.4 [15-1188](#)

Joint resolution authorizing a contract with DLR Group of Chicago, Illinois, for architectural, engineering and consulting services for the Phase II Renovation of the Robert W. Depke Juvenile Justice Center in the amount of \$309,092.

Kurt Schultz of Finance and Administrative Services reported Phase II of the Lake County Justice Center Master Plan calls for the remodel of existing courtrooms and office areas to accommodate adapted office space for the various justice agencies. DLR was the County's engineer for Phase I. This approval would allow for the design work for Phase II.

A motion was made by Member Sauer, seconded by Member Mandel, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

REVENUE, RECORDS & LEGISLATION

7.18 [15-1191](#)

Joint resolution authorizing a contract in the amount of \$1,450,663.84 with Election Systems & Software, LLC (ES&S) of Omaha, Nebraska, to provide equipment, software and services for the Lake County voting systems and election management system.

County Clerk Carla Wyckoff and Debra Nieto of the County Clerk's Office presented. The County Board authorized the purchase of new election management system hardware and software from ES&S earlier this year to comply with new statutory requirements. Unfortunately, the new equipment is not compatible with the Clerk's existing servers. Staff has negotiated a contract with ES&S for a status quo rate for several years with a three percent increase in the outer years. Also negotiated in the contract is a trade in allowance, the timing of implementation, and on-site support to assist the Clerk's office on election day. The purchase of the servers is occurring approximately one year ahead of scheduled. Discussion ensued.

A motion was made by Member Hewitt, seconded by Member Rummel, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

PUBLIC WORKS & TRANSPORTATION

7.5 [15-1193](#)

Joint committee action authorizing deletion of uncollectable accounts receivable from Public Works accounting records.

A motion was made by Member Taylor, seconded by Member Sauer, that item 7.5 be approved and that items 7.6 through 7.17 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.6 [15-1177](#)

Joint resolution appropriating \$30,000 of County Bridge Tax funds and \$65,000 of Matching Tax funds to provide for fiscal year (FY) 2016 acquisition of materials and services needed to maintain drainage and bridge facilities, pavements, shoulders, guardrails, fencing, and right of way, and designated as Section 16-00000-03-GM.

A motion was made by Member Taylor, seconded by Member Sauer, that item 7.5 be approved and that items 7.6 through 7.17 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.7 [15-1175](#)

Joint resolution appropriating \$185,000 of Matching Tax funds for the Joint Utility Locating Information for Excavators, Inc. (JULIE) ticket screening and locating of Lake County Division of Transportation (LCDOT) storm sewers for excavator dig requests for various County highways, and designated as Section 16-00000-09-GM.

A motion was made by Member Taylor, seconded by Member Sauer, that item 7.5 be approved and that items 7.6 through 7.17 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.8 [15-1176](#)

Joint resolution appropriating \$65,000 of County Bridge Tax funds for televising, inspecting and cleaning storm sewers along various County highways, and designated as Section 16-00000-05-GM.

A motion was made by Member Taylor, seconded by Member Sauer, that item 7.5 be approved and that items 7.6 through 7.17 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.9 [15-1185](#)

Joint resolution appropriating \$80,900 of County Bridge Tax funds, \$134,400 of Matching Tax funds, and \$117,200 of ¼% Sales Tax for Transportation funds for fiscal year (FY) 2016 miscellaneous services needed to address items such as soil, environmental, drainage, bridge, wetland and right of way purchases, and designated as Section 16-00000-02-EG.

A motion was made by Member Taylor, seconded by Member Sauer, that item 7.5 be approved and that items 7.6 through 7.17 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.10 [15-1178](#)

Joint resolution appropriating \$210,000 of ¼% Sales Tax for Transportation funds and authorizing an agreement with the State of Illinois, by and through the Illinois Department of Transportation (IDOT), for the utilization of \$752,135 in federal highway funds for the modernization and interconnection of the traffic signals along Illinois Route 43, from Northpoint Boulevard to Illinois Route 137, and along Greenleaf Street, from Washington Street to Northpoint Boulevard, Phase III construction engineering services, and designated as Section 12-00999-28-TL and State Job Number C-91-411-15.

A motion was made by Member Taylor, seconded by Member Sauer, that item 7.5 be approved and that items 7.6 through 7.17 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.11 [15-1198](#)

Joint resolution authorizing an agreement for consulting engineering services between Lake County and Christopher B. Burke Engineering, Ltd., Rosemont, Illinois, for a maximum cost of \$824,761.74 for Phase II design engineering services for the reconstruction and widening of Aptakisic Road, from Illinois Route 83 to Buffalo Grove Road, appropriating \$990,000 of ¼% Sales Tax for Transportation funds, and designated as Section 09-00088-18-WR.

A motion was made by Member Taylor, seconded by Member Sauer, that item 7.5 be approved and that items 7.6 through 7.17 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.12 [15-1194](#)

Joint resolution authorizing an agreement for consulting engineering services with Civiltech Engineering, Inc., Itasca, Illinois, for a maximum cost of \$1,399,565 for Phase II design engineering services for the reconstruction and widening of the intersection of

Gilmer Road at Midlothian Road, appropriating \$1,680,000 of ¼% Sales Tax for Transportation funds, and designated as Section 10-00079-16-CH.

A motion was made by Member Taylor, seconded by Member Sauer, that item 7.5 be approved and that items 7.6 through 7.17 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.13 [15-1195](#)

Joint resolution authorizing an agreement for consulting engineering services with Patrick Engineering, Inc., Lisle, Illinois, for a maximum cost of \$319,389.96 for Phase II design engineering services for the reconstruction and widening of Illinois Route 120, from Knight Avenue to Illinois Route 131, appropriating \$385,000 of ¼% Sales Tax for Transportation funds, and designated as Section 12-00999-31-WR.

A motion was made by Member Taylor, seconded by Member Sauer, that item 7.5 be approved and that items 7.6 through 7.17 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.14 [15-1189](#)

Joint resolution authorizing a contract with Precision Midwest, Warrenville, Illinois, in the amount of \$63,984.50 for the purchase of global positioning system (GPS) receivers with data collector tablets for the Lake County Division of Transportation (LCDOT).

A motion was made by Member Taylor, seconded by Member Sauer, that item 7.5 be approved and that items 7.6 through 7.17 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.15 [15-1199](#)

Joint resolution adopting an amendment to the permit fee schedule associated with the Lake County Code of Ordinances, Title IX, Chapter 91: Highway Temporary Closure; Utility Facility Placement.

A motion was made by Member Taylor, seconded by Member Sauer, that item 7.5 be approved and that items 7.6 through 7.17 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.16 [15-1197](#)

Joint resolution adopting an amendment to the permit fee schedule associated with the Lake County Code of Ordinances, Title IX, Chapter 90: Highway Access Regulation.

A motion was made by Member Taylor, seconded by Member Sauer, that item 7.5 be approved and that items 7.6 through 7.17 be recommended for adoption to the

County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.17 [15-1205](#)

Ordinance requesting the conveyance of parcels of land for public road purposes from the Lake County Forest Preserve District (LCFPD) to Lake County, effectuating an agreement relating to the construction of a multiuse trail from I-94 to Van Patten Woods (VPW)/Des Plaines River (DPR) Trail, and designated as Section 15-00078-15-LA.

A motion was made by Member Taylor, seconded by Member Sauer, that item 7.5 be approved and that items 7.6 through 7.17 be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

FINANCIAL & ADMINISTRATIVE

7.19 [15-1154](#)

Ordinance recommending the fiscal year (FY) 2016 Annual Budget and Appropriation Ordinance for Lake County, Illinois; said Budget having been made conveniently available for public inspection for at least 15 days by posting in the Office of the County Clerk and on the County website.

Patrice Sutton of Finance and Administrative Services noted the corresponding changes approved during budget hearings have been incorporated into the ordinance.

A motion was made by Member Mandel, seconded by Member Sauer, that this ordinance be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.20 [15-1161](#)

Ordinance recommending a Real Property Tax Levy, attached hereto and made part of this Ordinance, providing for the apportionment of taxes across the various items of the fiscal year (FY) 2016 Appropriation Ordinance as adopted by the County Board of Lake County, Illinois.

A motion was made by Member Rummel, seconded by Member Hewitt, that this ordinance be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.21 [15-1162](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$50,000 for Special Service Area (SSA) Number Eight.

A motion was made by Member Carlson, seconded by Member Rummel, that items 7.21 through 7.25 be recommended for adoption to the County Board agenda.

Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.22 [15-1164](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$34,400 for Special Service Area (SSA) Number 12.

A motion was made by Member Carlson, seconded by Member Rummel, that items 7.21 through 7.25 be recommended for adoption to the County Board agenda.

Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.23 [15-1165](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$260,000 for Special Service Area (SSA) Number 13.

A motion was made by Member Carlson, seconded by Member Rummel, that items 7.21 through 7.25 be recommended for adoption to the County Board agenda.

Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.24 [15-1170](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$13,925 for Special Service Area (SSA) Number 14.

A motion was made by Member Carlson, seconded by Member Rummel, that items 7.21 through 7.25 be recommended for adoption to the County Board agenda.

Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.25 [15-1173](#)

Ordinance appropriating funds and providing for the levy of a direct tax sufficient to produce \$164,919.60 for the Northeast Lake Facilities Planning Area Special Service Area (SSA) Number Nine.

A motion was made by Member Carlson, seconded by Member Rummel, that items 7.21 through 7.25 be recommended for adoption to the County Board agenda.

Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.26 [15-1192](#)

Resolution authorizing emergency appropriations from various funds for capital projects in the fiscal year (FY) 2016 Capital Improvement Program.

A motion was made by Member Hewitt, seconded by Member Carlson, that this resolution be recommended for adoption to the County Board agenda. Motion

carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

7.27 [15-1183](#)

Resolution authorizing an emergency appropriation in the amount of \$2,420,282 in the Series 2015A GO Bond Debt Service Fund along with line item transfers that will accommodate an interfund transfer between the General Fund and the Series 2015A GO Bond Debt Service Fund for the first debt service payment on this bond issuance.

Patrice Sutton of Finance and Administrative Services reported \$2,400,000 is needed to pay Series 2015A GO Bond debt service that is due at the end of November.

A motion was made by Member Mandel, seconded by Member Rummel, that this resolution be recommended for adoption to the County Board agenda. Motion carried by voice vote.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

8. **Executive Session**

Executive Session was entered into at 1:23 p.m.

A motion was made by Member Hewitt, seconded by Member Sauer, that this item be to go into executive session. The motion carried unanimously.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

8.1 [15-0977](#)

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

Executive Session was adjourned at 2:13 p.m.

A motion was made by Member Carlson, seconded by Member Rummel, that to come out of executive session. The motion carried unanimously.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

9. **County Administrator's Report**

Discussion ensued regarding personnel in other elected officials' departments. County Administrator Burton reported on a news article regarding the County's wellness plan. The Economic Indicator Report was presented.

10. **Adjournment**

The meeting was adjourned at 2:31 p.m.

A motion was made by Member Mandel, seconded by Member Carlson, that this item be adjourn. The motion carried unanimously.

Aye: 7 - Chair Paxton, Vice Chair Taylor, Member Carlson, Member Hewitt, Member Mandel, Member Rummel and Member Sauer

Meeting minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

Chairman

Vice-Chairman

Finance and Administrative Committee