

# Lake County Illinois

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



## Meeting Minutes - Final

Thursday, August 27, 2020

8:30 AM

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 July 24, 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, August 27, 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** 6 - Chair Frank, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**Absent** 1 - Vice Chair Vealitzek

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 the need for peace and justice in the world. Chair Frank provided a brief update on CARES Act funding.*

6. **Old Business**

*There was no old business to discuss.*

7. **New Business**

**CONSENT AGENDA (7.1 - 7.6)**

**Minutes**

7.1 [20-1166](#)

Minutes from July 23, 2020 Special Meeting.

**Attachments:** [F&A 7.23.20 Minutes - Final.pdf](#)

**A motion was made by Member Clark, seconded by Member Wasik, that Consent Agenda Items 7.1 and 7.2 be approved and that items 7.3 through 7.6 be recommended for adoption/received and placed on the County Board agenda.**

**Motion carried by the following roll call vote:**

**Aye:** 6 - Chair Frank, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**Absent:** 1 - Vice Chair Vealitzek

7.2 [20-1173](#)

Minutes from July 30, 2020.

**Attachments:** [F&A 7.30.20 Minutes - Final](#)

**A motion was made by Member Clark, seconded by Member Wasik, that Consent Agenda Items 7.1 and 7.2 be approved and that items 7.3 through 7.6 be recommended for adoption/received and placed on the County Board agenda.**

**Motion carried by the following roll call vote:**

**Aye:** 6 - Chair Frank, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**Absent:** 1 - Vice Chair Vealitzek

**PUBLIC WORKS, PLANNING & TRANSPORTATION**

7.3 [20-1108](#)

Joint resolution authorizing a contract with H and H Electric Company, Franklin Park, Illinois, in the amount of \$178,115.80 for upgrades and expansion of the Intelligent Transportation System (ITS) PASSAGE Network and appropriating \$214,000 of ¼% Sales Tax for Transportation funds.

**Attachments:** [20-1108 Bid Tabulation - 2020 PASSAGE Network](#)  
[20-1108 Vendor Disclosure, H&H Electric Co.](#)  
[20-1108 Location Map, 2020 ITS PASSAGE Network](#)

**A motion was made by Member Clark, seconded by Member Wasik, that Consent Agenda Items 7.1 and 7.2 be approved and that items 7.3 through 7.6 be recommended for adoption/received and placed on the County Board agenda.**

**Motion carried by the following roll call vote:**

**Aye:** 6 - Chair Frank, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**Absent:** 1 - Vice Chair Vealitzek

7.4 [20-1112](#)

Joint resolution authorizing a contract with Alliance Contractors, Inc., Woodstock, Illinois, in the amount of \$178,657.78 for the Gilmer Road bridge parapet repairs, appropriating \$215,000 of County Bridge Tax funds.

**Attachments:** [20-1112 Bid Tabulation - Gilmer Road Bridge Parapet Repairs](#)  
[20-1112 Vendor Disclosure, Alliance Contractors, Inc.](#)  
[20-1112 Location Map, Gilmer Road Bridge Parapet Repairs](#)

**A motion was made by Member Clark, seconded by Member Wasik, that Consent Agenda Items 7.1 and 7.2 be approved and that items 7.3 through 7.6 be**

recommended for adoption/received and placed on the County Board agenda.

**Motion carried by the following roll call vote:**

**Aye:** 6 - Chair Frank, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**Absent:** 1 - Vice Chair Vealitzek

#### **FINANCIAL & ADMINISTRATIVE**

**7.5 [20-1092](#)**

Report from Robin M. O'Connor, County Clerk, for the month of July 2020.

**Attachments:** [LCC Report for July 2020](#)

**A motion was made by Member Clark, seconded by Member Wasik, that Consent Agenda Items 7.1 and 7.2 be approved and that items 7.3 through 7.6 be recommended for adoption/received and placed on the County Board agenda.**

**Motion carried by the following roll call vote:**

**Aye:** 6 - Chair Frank, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**Absent:** 1 - Vice Chair Vealitzek

**7.6 [20-1106](#)**

Report from Mary Ellen Vanderverter, Recorder of Deeds, for the month of July 2020.

**Attachments:** [July 2020](#)

**A motion was made by Member Clark, seconded by Member Wasik, that Consent Agenda Items 7.1 and 7.2 be approved and that items 7.3 through 7.6 be recommended for adoption/received and placed on the County Board agenda.**

**Motion carried by the following roll call vote:**

**Aye:** 6 - Chair Frank, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**Absent:** 1 - Vice Chair Vealitzek

#### **REGULAR AGENDA**

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

**7.7 [20-1107](#)**

Joint resolution appropriating \$1,187,000 of Motor Fuel Tax funds for the maintenance and electrical service of traffic control signals, street lights, and Lake County PASSAGE field elements, under the applicable Illinois Highway Code, from December 1, 2020, to November 30, 2021, authorizing the one-year renewal clause with Meade Electric Company, Inc., Willowbrook, Illinois, in the amount of \$926,165.14.

**Attachments:** [20-1107 Vendor Disclosure, Meade, Inc.](#)

*Shane Schneider, Division of Transportation Director, reported that this low bid contract is shared with five municipalities and the Illinois Department of Transportation. It is for the maintenance and electrical service of traffic control signals, street lights, and Lake County PASSAGE field elements.*

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

**Aye:** 6 - Chair Frank, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**Absent:** 1 - Vice Chair Vealitzek

**7.8 [20-1110](#)**

Joint resolution authorizing a contract with H and H Electric Company, Franklin Park, Illinois, in the amount of \$566,255.60 for the installation of Intelligent Transportation System (ITS) PASSAGE Field Elements along various routes in Lake County, appropriating \$680,000 of ¼% Sales Tax for Transportation funds.

**Attachments:** [20-1110 Bid Tabulation - 2019 PASSAGE Field Elements](#)  
[20-1110 Vendor Disclosure, H&H Electric Co.](#)  
[20-1110 Location Map, 2019 ITS PASSAGE Field Elements](#)

*Shane Schneider, Division of Transportation Director, reported that this low-bid contract is for the expansion of ITS PASSAGE Field Elements along the Illinois Route 173 and 59 corridors. Lake County has received grant funding to cover the cost of the project.*

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

**Aye:** 6 - Chair Frank, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**Absent:** 1 - Vice Chair Vealitzek

**FINANCIAL & ADMINISTRATIVE**

**7.9 [20-1137](#)**

Presentation of Fiscal Year (FY) 2019 Comprehensive Annual Financial Report and County-wide Audit by RSM US LLP.

**Attachments:** [FINAL Lake County CAFR 2019.pdf](#)

*Patrice Sutton, Finance and Administrative Services Director/Chief Financial Officer, introduced auditors Kelly Kirkman and John George of RSM US Auditors. Ms. Kirkman reviewed the auditing process and timeline. Ms. Kirkman reported that Lake County received an unmodified clean opinion, noting that no significant compliance issues or findings were found. Ms. Kirkman reviewed the audit. Discussion ensued regarding the*

*audit, how CARES Act funding will be audited, and the impact of the equalized assessed value (EAV) of property on audits.*

**The FY 2019 CAFR and County-wide audit was presented.**

**7.10 [20-1139](#)**

Resolution accepting and placing on file an estimate of the annual aggregate tax levy and providing for the apportionment of estimated taxes across the various items for the Fiscal Year (FY) 2021 Appropriation Ordinance as will be adopted by the County Board of Lake County, Illinois (County Board).

*Patrice Sutton, Finance and Administrative Services Director/Chief Financial Officer, presented the estimated annual aggregate tax levy. In April 2020, Lake County approved a budget policy that helped the County to set the levy. Staff estimated that the Equalized Assed Value (EAV) would be \$100,000,000, a one percent increase. Director Sutton reviewed the history of property tax levy growth. Bob Glueckert, Chief County Assessor, clarified EAV values. Director Sutton reported on next steps. Discussion ensued.*

**A motion was made by Member Wasik, seconded by Member Wilke, that this resolution be recommended for adoption as amended to the County Board agenda .**

**Motion carried by the following roll call vote:**

**Aye:** 6 - Chair Frank, Member Carlson, Member Clark, Member Pedersen, Member Wasik and Member Wilke

**Absent:** 1 - Vice Chair Vealitzek

**7.12 [20-1142](#)**

Presentation and Discussion on County Health Insurance Plan for Fiscal Year (FY) 2021.

**Attachments:** [FY2021\\_Health\\_Insurance\(V2\).pdf](#)

*(Item 7.12 was taken ahead of 7.11)*

*John Light, Human Resources Director, provided a presentation regarding health insurance options for 2021. Lake County has four healthcare options: the Preferred Provider Option (PPO) which is available only to those who are currently have signed up for this option, the Consumer Driven Health Plan (CDHP), the Health Maintenance Organization (HMO) Illinois, and the HMO Blue Advantage.*

*Director Light reviewed health care increases, noting that the County's premiums could increase to eight percent. Discussion ensued regarding the additional costs and the impact on benefits. Staff will look at additional options for the Committee's consideration.*

**The County's Health Insurance Plan for FY 2021 was reviewed.**

7.11 [20-1141](#)

Presentation and Discussion on Facilities Capital Improvement Plan (CIP) Priorities.

**Attachments:** [CIP F&A Presentation 27AUG20 ver02.pdf](#)

*Carl Kirar, Facilities and Construction Services Director, provided an overview of the proposed priorities for Facilities' CIP. He reviewed the County Administrator's recommended priorities. Projects on the list are currently "unfunded" and financing of the projects will be part of future budgeting processes.*

*Director Kirar reported that the last resident of Winchester House moved out of the Winchester House facility at the end of June. The utilities have been disconnected and there are no operational requirements. The demolition of the Winchester House is included in the CIP. The Village of Libertyville's Police and Fire Departments, the Lake County Sheriff, and the Lake County Emergency Management Agency are looking to use the site for public safety training. Discussion ensued. The consensus of the Committee was for a formal Memorandum of Understanding be considered at a future meeting.*

**Facilities list of CIP priorities was presented.**

7.13 [20-1140](#)

Discussion on Tax Increment Financing (TIF) processes and guidance to County Board Members and staff.

*Gary Gibson, County Administrator, and Patrice Sutton, Finance and Administrative Services Director/Chief Financial Officer, reviewed the standard TIF process. Administrator Gibson indicated that additional guidance to staff on how to better evaluate proposed TIFs would be helpful. Discussion ensued on the development and governance of TIF review processes. General consensus is to further discuss this issue at a later date.*

**The Committee discussed the TIF process.**

8. **Executive Session**

*The Committee did not enter into Executive Session.*

9. **Director's Reports**

9.1 [20-1147](#)

Director's Reports.

**There were no Director Reports.**

10. **Public Comment**

*There were no comments from the public .*

11. **County Administrator's Report**

*Gary Gibson reported that staff is working to ensure that all CARES Act funds request meet guidelines.*



**12. Members Remarks**

*Member Hewitt inquired about the status of CARES Act funding for entities within her district. Discussion ensued.*

**13. Adjournment**

**Chair Frank declared the meeting adjourned at 11:35 a.m.**

**Next Meeting: September 3, 2020**

*Minutes prepared by Blanca Vela-Schneider.*

*Respectfully submitted,*

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*Financial and Administrative Committee*