

Lake County Illinois

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



Meeting Minutes - Final

Friday, July 10, 2020

10:00 AM

(or 5 minutes after Committee of Whole ends, whichever is later)

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

F&A Special Committee on COVID-19 Recovery

Pursuant to Section 7(e) of the Illinois Open Meetings Act, the June 26, 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 10:00 a.m., Friday, July 10, 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 with the following:

- * Subject Title: F&A Special Committee on COVID-19 Recovery
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 10:30 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

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, County Board

Jennifer Serino, Workforce Development

Julie Simpson, County Board

Patrice Sutton, Finance and Administrative Services

Arin Thrower, Communications

Eric Waggoner, Planning, Building and Development

Blanca Vela-Schneider, County Administrator's Office

2. **Pledge of Allegiance**

Noting its recital earlier in the day, Chair Frank dispensed with the Pledge of Allegiance.

3. **Addenda to the Agenda**

There were no additions or amendments to the agenda.

4. **Public Comment**

There were no public comments.

5. **Chair's Remarks**

There were no remarks from the Chair.

7. New Business

Consent Agenda

Approval of Minutes

7.1 [20-0937](#)

Minutes from June 19, 2020.

Attachments: [F&A COVID-19 Recovery 6.19.20 Minutes - Final](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that Consent Agenda items 7.1 and 7.2 be approved. The motion carried by the following vote:

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

7.2 [20-0938](#)

Minutes from June 26, 2020.

Attachments: [F&A COVID-19 Recovery 6.26.20 Minutes.pdf](#)

A motion was made by Member Clark, seconded by Member Vealitzek, that Consent Agenda items 7.1 and 7.2 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

Chair Frank remarked that there is a need for the committee will provide direction on the overall CARES Act funding today. Once implemented, the committee will reduce the number of times it meets in the future.

7.3 [20-0939](#)

Update on Rental, Utility, and Food Assistance Programs.

Rental and Utility Assistance

Cassandra Torstenson, County Administrator's Office, reported that there are 18 partners who have expressed interest in administering a rental assistance program related to CARES Act funding. The partners have submitted and have been approved for \$1.6 million of the \$5 million that the County Board allocated for rental and utility. Staff anticipates that the rental and utility assistance allocations will be completely expended in the upcoming months.

Food Assistance

Ms. Torstenson reported that the County will be working with three food partners. Staff is gathering some additional information from the partners at the direction of the County's consultant. Once the information is gathered and documents have been executed, funds will be released.

Discussion ensued regarding the process for landlords to receive funding. Ms. Torstenson reported that while landlords cannot initiate the reimbursement process, they can reach out to the County for guidance so that their tenants can request funding.

An update on Rental, Utility, and Food Assistance Programs was provided.

7.4 [20-0940](#)

Update on Small Business Assistance Program.

Jennifer Serino, Workforce Development Director, reported that since the Small Business Assistance Grant Program was launched on Tuesday, July 7, 2020, there have been 857 applications filed. Staff is creating a map to identify the number of applicants by community. Lake County Partners originally hosted a webinar with 80 participants and will host two more in the near future. The Business and Economic Task Force are in the process of finalizing a Frequently Asked Questions section and will post it to the website. Discussion ensued regarding the application process and its deadline.

An update was provided regarding the Small Business Assistance Program.

7.5 [20-0941](#)

Update on Municipality and Fire Protection District Reimbursement Program.

Matt Meyers, County Administrator's Office, reported that a resolution appropriating \$10,000,000 in CARES Act funding for municipal and fire protection districts will be considered at the July 14, 2020 meeting. The application and guidelines are included for reference in the resolution.

An update regarding the Municipality and Fire Protection Reimbursement Program was provided.

7.6 [20-0942](#)

Discussion on County's Overarching Plan/Budget for CARES Act funds.

Attachments: [Public Comment 7.10.20.pdf](#)

Jim Hawkins, Deputy County Administrator, presented the County's overarching plan. He reviewed decisions and guidance needed by staff to operate and expend the funds. Staff recommends that the funds be distributed in the following manner:

- * Resident Support and Assistance - \$20,000,000*
- * Business and Economic Assistance - \$ 20,000,000*
- * Public Health Support and Assistance - \$13,700,000*
- * Municipal and Local Essential Services - \$35,000,000*
- * County-wide Essential Services - \$18,300,000*
- * Stockpile - \$3,000,000*
- * Contingency/Reserve - \$11,539,986*

Discussion ensued regarding costs related to administration of programs, reimbursement of employee payroll expenses, documentation for reimbursement and reporting

guidelines.

Deputy County Administrator Hawkins reviewed projects identified as County-wide essential services. It was noted that money needs to be spent and projected completed by the end of the year per CARES Act guidelines. The draft resolution be brought to the Financial and Administrative Committee for consideration.

Deputy County Administrator Hawkins reported that in lieu of an F&A COVID-19 Recovery Committee meeting, looking to have regular F&A meeting with Special Committee of County Board.

Public Comment provided by Jon Beckman, Waukegan Park District, in support of municipal and local funding including park districts.

Discussion ensued regarding other taxing body funding.

A discussion on the County's overarching plan/budget for CARES Act Funding occurred.

8. Executive Session

The Committee did not enter into Executive Session.

9. Public Comment

There were no additional public comments.

10. County Administrator's Report

There were no remarks from the County Administrator's Office.

11. Members' Remarks

Member Clark thanked staff and board members for their efforts in serving the Lake County community.

12. Adjournment

The meeting was adjourned at 11:38 a.m.

Next Meeting: To Be Determined

Next meeting is to be determined.

Minutes prepared by Blanca Vela-Schneider.

Respectfully submitted,

F&A Special Committee on COVID-19 Recovery