

Lake County Illinois

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



Meeting Minutes - Final

Friday, June 3, 2022

12:00 PM

Assembly Room, 10th Floor or register to virtually attend at
<https://bit.ly/3yNKcIO>

F&A Special Committee on COVID-19 Pandemic
Recovery and Investment

PUBLIC ATTENDANCE: The public can attend Lake County Committee and Board meetings (two options):

(1) In-person attendance is on the 10th Floor of the County Administrative Tower (9th Floor, if necessary), 18 N. County Street, Waukegan, Illinois.

(2) Remote / virtual attendance through registration at:
<https://bit.ly/3yNKclO>

RECORDING: Meetings, to include Public Comment, will be recorded.

PUBLIC COMMENT: The public will be afforded time to comment on matters related to the business of the County Board. A total of 30 minutes will be permitted for Public Comment and no more than three minutes per comment. In general, Public Comment on items not on the agenda will be presented near the beginning of the meeting. Public Comment on agenda items may be presented during consideration of that item. Individuals attending in-person or remotely 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 will proceed in the following order: (1) Public Comment by individuals in attendance on the 10th Floor, (2) Public Comment by individuals who registered via the link on the front page of the agenda and are attending remotely / virtually, and then (3) written comments.

Individuals providing Public Comment will provide the following information:

- * Meeting: F&A Special 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")

* * *To view County Board Rules, click here: <https://bit.ly/3idRdrV> * * *

1. Call to Order

Chair Frank Called the meeting to order at 12:00 p.m.

2. Pledge of Allegiance

Chair Frank led the Pledge of Allegiance.

3. Roll Call of Members

Present 4 - Chair Frank, Member Clark, Member Danforth and Vice Chair Vealitzek

Absent 1 - Member Pedersen

Other Attendees:

Abby Krakow, Communications

Alex Carr, Communications

Ashley Rack, Sheriff's Office

Brenda O'Connell, Planning, Building and Development

Carissa Casbon, Board Member

Carl Kirar, Facilities and Construction

Chad Wright, Facilities and Construction

Clara Vealtizek, Public

Claudia Gilhooley, Nineteenth Judicial Circuit Court

Dominic Strezo, Planning, Building and Development

Gary Gibson, County Administrator's Office

Gina Roberts, Board Member

Heidie Hernandez, Enterprise Information Technology

Henry Vealitzek, Public

Irshad Khan, Finance

James Hawkins, County Administrator's Office

Janna Philipp, County Administrator's Office

Jennifer Brennan, Communications

Jennifer Serino, Workforce Development

Jeremiah Varco, Facilities and Construction

Jim Chamernik, Sheriff's Office

Joel Sensenig, Public Works

John Light, Human Resources

Jolanda Dinkins, County Board Office

Kristy Cechini, County Board Office

Kurt Woolford, Stormwater Management

Larry Mackey, Health Department

Marah Altenberg, Board Member

Mary Peavey, County Clerk's Office

Mary Ross Cunningham, Board Vice Chair

Matt Meyers, County Administrator's Office

Melanie Nelson, State's Attorney's Office
Michael Balsamo, Facilities and Construction
Michael Wheeler, Finance
Patrice Sutton, Finance
Penni Raphaelson, Planning, Building and Development
Robin O'Connor, Lake County Clerk
RuthAnne Hall, Purchasing
Sandy Hart, County Board Chair
Susan August, Purchasing
Tammy Chatman, Communications
Todd Govain, County Clerk's Office
Theresa Glatzhofer, County Board Office

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment (Items not on the agenda)

There were no public comments.

6. Chair's Remarks

Chair Frank expressed a heavy heart due to the lives lost around the country from gun violence. Chair Frank also highlighted a press conference that occurred that morning regarding the State's Attorney's Office's investment in a gun violence prevention initiative.

7. Unfinished Business

There was no Unfinished Business to discuss.

8. New Business

CONSENT AGENDA (Item 8.1)

APPROVAL OF MINUTES

8.1 [22-0792](#)

Minutes from April 29, 2022.

Attachments: [F&A Special Committee 4.29.22 Final Minutes](#)

A motion was made by Member Clark, seconded by Vice Chair Vealitzek, that the minutes from April 29, 2022 be approved. Motion carried by the following voice vote:

Aye: 4 - Chair Frank, Member Clark, Member Danforth and Vice Chair Vealitzek

Absent: 1 - Member Pedersen

REGULAR AGENDA

8.2 [22-0835](#)

Presentation and Committee direction on recommendations for public engagement and external project requests.

Attachments: [ARPA Presentation 060322 Public-ERA](#)

Jim Hawkins, Deputy County Administrator, introduced Matt Meyers, Assistant County Administrator. Assistant County Administrator Meyers presented a draft public engagement plan for American Rescue Plan Act (ARPA) Direct funds.

Discussion ensued.

Assistant County Administrator Meyers introduced Tammy Chatman, Chief Communications Officer. Assistant County Administrator Meyers noted that staff is proposing two in-person and one virtual community outreach/feedback events regarding ARPA funding.

Discussion ensued.

The consensus of the Committee was to proceed with the public engagement plan as presented.

8.3 [22-0836](#)

Presentation and discussion on current status of Lake County's Federal Emergency Rental Assistance (FERA) program and options going forward.

Attachments: [ARPA Presentation 060322 Public-ERA](#)

Jim Hawkins, Deputy County Administrator, introduced Matt Meyers, Assistant County Administrator, and Brenda O'Connell, Community Development Administrator. Community Development Administrator O'Connell gave a brief Lake County Federal Emergency Rental Assistance (FERA) update, noting that the County applied for reallocated assistance funds.

Community Development Administrator O'Connell proposed a new rental assistance program model and presented three American Rescue Plan Act (ARPA) Direct budget options for the Committee to consider. Of these two options, staff recommended option number one, which consisted of two rounds of rental assistance (fall and spring) at a total of \$6 million.

Discussion ensued.

The consensus of the Committee was to proceed with funding option number one, consisting of two rounds of rental assistance (fall and spring) at a total of \$6 million.

8.4 [22-0837](#)

Committee action directing County Administration to bring forward to the Finance and Administrative (F&A) Committee a Resolution authorizing emergency appropriations of American Rescue Plan Act (ARPA) funding for the County Administrator recommended projects and programs that are endorsed by this F&A Special Committee on COVID-19 Pandemic Recovery and Investment.

Assistant County Administrator Meyers noted four American Rescue Plan Act (ARPA) projects that staff recommends for appropriation.

The first ARPA appropriation recommendation was for a consulting contract that would continue to provide support for ARPA fund administration and compliance for external requests, at a cost of \$96,915. Discussion ensued. The consensus of the Committee was to approve this appropriation.

The second ARPA appropriation recommendation was for the Emergency Rental Assistance program continuation, which was discussed under agenda item 8.3.

The third recommendation was to appropriate funds for vote by mail room updates at a cost of \$1,105,000. Assistant County Administrator Meyers introduced Carl Kirar, Director of Facilities and Construction Services, and Robin O'Connor, County Clerk. Director Kirar gave updates regarding the funds needed to make the vote by mail room functional, safe, and operational. Discussion ensued. The consensus of the Committee was to approve this appropriation.

Lastly, Assistant County Administrator Meyers recommended the appropriation of funds to cover the Committee-approved public engagement sessions. The consensus of the Committee was to approve this appropriation at a cost to be determined.

9. County Administrator's Report

There was no County Administrator's Report.

10. Executive Session

The Committee did not enter into Executive Session.

11. Members' Remarks

There were no Members' Remarks.

12. Adjournment

Chair Frank adjourned the meeting at 1:17 p.m.

Next Meeting: TBD

Meeting minutes prepared by Theresa Glatzhofer.

Respectfully submitted,

Chair, F&A Special Committee on COVID-19 Pandemic Recovery and Investment