

# Lake County Illinois

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



## **Agenda Report - Final**

**Wednesday, November 7, 2018**

**1:00 PM**

**Assembly Room, 10th Floor**

**Financial and Administrative Committee**

1. Call to Order

2. Pledge of Allegiance

3. Approval of Minutes

3.1 [18-1396](#)

Executive Session minutes from August 29, 2018.

3.2 [18-1397](#)

Executive Session minutes from August 29, 2018.

3.3 [18-1394](#)

Minutes from August 29, 2018.

**Attachments:** [F&A 8.29.18 Minutes - Final](#)

3.4 [18-1395](#)

Minutes from September 26, 2018.

**Attachments:** [F&A 9.26.18 Minutes - Final](#)

4. Addenda to the Agenda

5. Public Comment

6. Chairman's Remarks

7. Old Business

7.1 [18-1135](#)

Resolution approving a policy requiring vendors to submit a 'Vendor Disclosure Statement' for procurements over \$30,000.

- Vendors submitting proposals in Lake County will be required to submit a "Vendor Disclosure Statement" disclosing the names of each owner/principal/officer of the company, along with those individuals' immediate family members who are employed by Lake County. Publicly traded companies and utilities are exempt from this requirement.
- Purchasing will compare the Vendor Disclosure Statement with the list of staff members serving on the evaluation panel as well as any other staff member involved in the selection process (Department Head) and will verify that staff members are eligible to serve.
- Purchasing will provide confirmation to the Board that all staff involved in the evaluation process met the eligibility requirements.
- During the October 9, 2018 County Board meeting, the resolution - which was amended to remove the language pertaining to a one-year pilot - was referred back to the Financial and Administrative Committee for further review.

**Attachments:** [Vendor Disclosure Option B 2018](#)

8. **New Business**

**CONSENT AGENDA (Items 8.1 - 8.16)**

**HEALTH & COMMUNITY SERVICES**

8.1 [18-1364](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation Opportunity Act (WIOA) Dislocated Worker Grant and Rapid Response grant modification and authorizing an emergency appropriation in the amount of \$47,565.

- The Workforce Development Department works directly with companies that experience a layoff, closing, or relocation due to lack of work because of increased imports or shifts in production outside the United States through the Trade Adjustment Assistance (TAA) federal program. Workforce Development is working with 13 employers and has enrolled 64 impacted workers in training and education programs.
- The Rapid Response grant modification of \$1,000 increases the funds available for transportation expenses. The grant period is July 1, 2017 through December 31, 2018.
- The WIOA grant modification of \$46,565 is for staffing expenses related to case management of the displaced workers. The grant period is October 1, 2018 through June 30, 2020.

8.2 [18-1293](#)

Joint resolution approving an update to the Neighborhood Stabilization Program (NSP) Round 1 Substantial Amendment.

- The NSP Round 1 Substantial Amendment was last revised in March 2017 to fund planned new construction by Lake County Residential Development Corporation (LCRDC) of four units of veterans' housing at 1235 Victoria in North Chicago.
- At that time, the Housing and Community Development Commission (HCDC) and the Lake County Board approved cessation of acquisition/rehab/resale programs funded by NSP in order to meet United States Housing and Urban Development (HUD) NSP closeout requirements.
- This proposed 2018 revision to the NSP1 Substantial Amendment reallocates \$153,444.79 of unspent acquisition/rehab/resale programs plus other unallocated funds to the development of affordable rental units for families at or below 50 percent of area median income to meet the low-income 25 percent investment threshold required by NSP.
- In addition to the veterans' housing, LCRDC will rehabilitate four foreclosed townhomes on Georgetown Lane in Waukegan with NSP1 investment of \$427,555.12.
- In a concerted effort to improve the appearance of its single-family residential neighborhoods, the City of North Chicago has enforced several building code requirements that increased the 1235 Victoria veterans housing project budget by \$165,018.80, resulting in an NSP1 investment totaling \$340,048. This investment cost is reasonable for four new units.
- After January 1, 2019, both LCRDC affordable rental housing projects will move forward under the CPAH name per the merger plans of AHC, CPAH and LCRDC.

**Attachments:** [2018 NSP 1 Action Plan Amendment.pdf](#)

8.3 [18-1292](#)

Joint resolution approving First Amendment to the 2018 United States Housing and Urban Development (HUD) Action Plan.

- HUD requires the submission of an Annual Action Plan and associated amendments to govern the expenditure of federal funding.
- The Lake County Citizen Participation plan requires the execution and approval of an Action Plan Amendment for any new project or major change in scope of project.
- The First Amendment to the 2018 Annual Action Plan allocates \$143,139 in new 2018 program income and reallocates \$1,019,909 from canceled projects.
- Such re-allocations require this proposed amendment to the Annual Action Plan be accompanied by a 30-day public comment period and public hearing.
- The Affordable Housing Advisory and Recommendation Committee (ARC) of the Housing and Community Development Commission (HCDC) recommended the replacement projects and programs for funding.
- The HCDC, recommended the approval of this amendment to the Annual Action Plan for 2018 at its meeting on October 10, 2018.

**Attachments:** [2018 AAP First Amendment Redline.pdf](#)

8.4 [18-1262](#)

Joint resolution accepting the Illinois Department of Human Services Division of Substance Use Prevention and Recovery grant and authorizing an emergency appropriation in the amount of \$150,000 for the Vivitrol grant.

- The Illinois Department of Human Services Division of Substance Use Prevention and Recovery grant, in the amount of \$150,000, will be used to purchase medication and offset existing staff costs.
- This grant funding was not previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year 2018 budget.
- The grant award will be for the period July 1, 2018 through June 30, 2019.

**Attachments:** [DHS SUPR Vivitrol Budget](#)

8.5 [18-1371](#)

Joint resolution accepting the Anonymous Foundation grant and authorizing an emergency appropriation in the amount of \$50,000 for the School-Based Health Center.

- The Anonymous Foundation grant, in the amount of \$50,000, will be used to offset provider and operational costs.
- This additional grant funding was not previously appropriated because the grant resources were secured after the County's adoption of the fiscal year 2018 budget.
- The grant award will be for the period September 1, 2018 through August 31, 2019.

**Attachments:** [Anonymous Foundation 50K](#)

8.6 [18-1372](#)

Joint resolution accepting the Health Resources and Services Administration grant and authorizing an emergency appropriation in the amount of \$119,771 for quality improvement funding.

- The Health Resources and Services Administration grant, in the amount of \$119,771, will be used to support quality-related software, training, and supplies.
- This additional grant funding was not previously appropriated because the grant resources were secured after the County's adoption of the fiscal year 2018 budget.
- The grant award will be for the period August 1, 2018 through July 31, 2019.

**Attachments:** [HRSA QI 119K](#)

**8.7** [18-1374](#)

Joint resolution accepting the Illinois Department of Public Health grant and authorizing an emergency appropriation in the amount of \$88,155 for the Illinois Breast and Cervical Cancer Program.

- The Illinois Department of Public Health grant, in the amount of \$88,155, will be used for new salary and benefit costs and for the clinical costs of mammograms.
- This additional grant funding was not previously appropriated because the grant resources were secured after the County's adoption of the fiscal year 2018 budget.
- The grant award will be for the period July 1, 2017 through September 30, 2018.

**Attachments:** [IBCCP 88K](#)

**PUBLIC WORKS AND TRANSPORTATION**

**8.8** [18-1367](#)

Joint resolution authorizing a contract with LAI, Ltd., Rolling Meadows, Illinois, for five electric valve actuators in the amount of \$30,325 for the Des Plaines Water Reclamation Facility (WRF).

- The Des Plaines WRF provides service to portions of Deerfield, Lake Zurich, Lincolnshire, Buffalo Grove, Long Grove, Riverwoods, and Bannockburn. The project will include electrical modifications to critical pumps in the influent and filter buildings improving staff's capability to manage excess flows during storm events.
- An invitation to bid was issued and extended to 19 qualified vendors and sealed bids were received from two non-local vendors in the amount of \$30,325 to \$37,094.92.
- LAI, Ltd. was determined to be the lowest responsive and responsible bidder who best meets the needs of the County in the amount of \$30,325.
- The bid evaluation, vendor selection and final price were determined in full compliance with all applicable state and local laws and County policies.

**Attachments:** [18-1367 LAI Bid Package.pdf](#)  
[18-1367 LAI Bid Award.pdf](#)

**8.9** [18-1366](#)

Joint committee action approving Change Order Number Two for the Vernon Hills Water System Electrical and Mechanical Upgrade Project design scope revisions with Donohue and Associates, Inc., Sheboygan, Wisconsin, in the amount of \$9,450.

- On July 28, 2017 a purchase order was issued to Donohue and Associates, Inc., in the amount of \$130,750, for the preparation of design and bidding documents for Vernon Hills Water System Electrical and Mechanical Upgrade Project.

- The County issued a Statement of Interest (SOI) and consultant services were procured in accordance with the Purchasing Ordinance and the Local Government Professional Services Selection Act.
- Change Order One, in the amount of \$34,515, was approved on May 2, 2018 and addressed unforeseen increases in the scope of design work at the eight individual sites.
- Change Order Number Two increases the scope of the design for two of the eight sites. An existing well house at Hawthorn Tower was originally planned to be repurposed to house electrical panels but a less expensive location was found and the well house is now designated for demolition. The pumping equipment at the Grosse Point facility is being added to the scope. This work was originally part a new reservoir project but the reservoir has since been relocated.
- In accordance with Article 8, section 101(2) of the Lake County Purchasing Ordinance, this change order was not reasonably foreseeable at the time the contract was signed.
- Change Order Number Two is in the amount of \$9,450 increasing the previous contract amount from \$165,265 to \$174,715.

**8.10**    [18-1377](#)

Joint committee action approving Change Order Number Three for the Mill Creek Water Reclamation Facility (WRF) clarifier work project contract changes with Fab Tech Wastewater Solutions, LLC, O'Fallon, Missouri, in the amount of \$37,375.

- On May 7, 2018 a purchase order for \$225,000 was issued to Fab Tech Waste Water Solutions, LLC for rehabilitation to extend the service life of the clarifiers.
- Two change orders were issued to address unforeseen conditions in clarifier number one. The work included fabricating a new stainless steel suction header, flushing device and cage repairs.
- Change Order Number Three replaces the influent wells for both clarifiers and fabricates a stainless-steel suction header and repairs the cage of clarifier number two. This equipment was originally intended to be rehabilitated with sand blasting and recoating but the amount of corrosion was found to be extensive, requiring the components to be replaced.
- In accordance with Article 8, section 101(2) of the Lake County Purchasing Ordinance, these change orders were not reasonably foreseeable at the time the contract was signed.
- Change Order Three is in the amount of \$37,375 increasing the previous contract amount from \$242,775 to \$280,150.

**Attachments:**    [18-1377 Mill Creek WRF Clarifier Change Order 3 Site Map-Exhibit A.pdf](#)  
[18-1377 Mill Creek WRF Clarifier Change Order 3 Clarifier Photo-Exhibit](#)

**8.11**    [18-1390](#)

Joint resolution appropriating \$170,000 of Matching Tax funds for inspection and maintenance of recently planted native landscape areas along various County highways, and designated as Section 19-00000-14-GM.

- The County has planted native landscape areas for various projects on the County highway system that require inspection and maintenance.
- This maintenance will be done by a contractor.
- Before a project letting can be held, an appropriation of \$170,000 of Matching Tax funds

is needed.

**8.12** [18-1392](#)

Joint resolution appropriating \$50,000 of Motor Fuel Tax funds for the 2019 repair and replacement of various guardrail and fence installations, under the applicable Illinois Highway Code, and designated as Section 19-00000-06-GM.

- The County owns miles of guardrails and fences along the County highway system, and annual repairs and replacements must be made to various installations which are included in the highway improvement program.
- Before the purchase of material or a contract service can be procured, an appropriation of \$50,000 of Motor Fuel Tax funds is required.

**8.13** [18-1313](#)

Joint resolution appropriating a supplemental amount of \$50,000 of ¼% Sales Tax for Transportation funds for the Ride Lake County West project, and designated as Section 09-00280-01-ES.

- This County Board, at its meeting of November 20, 2012, authorized the execution of a Technical Services agreement with the Regional Transportation Authority (RTA) for the receipt of federal "New Freedom" grant funds and appropriated \$450,000 of ¼% Sales Tax for Transportation funds for the Ride Lake County West project.
- The original appropriation accounted for the County's share of the local match plus the federal grant amount which the County pays and is reimbursed by the RTA.
- Pace's share of the local match is paid directly by Pace and therefore does not count against the County's appropriation.
- The Townships provide local funding towards this service which covers the cost of the public rides and helps offset/extend the grant funds.
- This supplemental appropriation is necessary to account for the additional Township funding and allow the County to pass through payments to Pace for the remainder of this grant.

**FINANCIAL & ADMINISTRATIVE**

**8.14** [18-1303](#)

Report from Mary Ellen Vanderventer, Recorder of Deeds, for the month of September 2018.

**Attachments:** [Sep 2018.pdf](#)

**8.15** [18-1287](#)

Report from David B. Stolman, Treasurer for the month of August, 2018.

**Attachments:** [Cash & Investment Aug 2017.pdf](#)

[Cash & Investment Aug 2018.pdf](#)

**8.16** [18-1260](#)

Report from Carla N. Wyckoff, County Clerk, for the month of September 2018.

**Attachments:** [LCC Report September 2018.pdf](#)

## REGULAR AGENDA

### LAW & JUDICIAL

#### 8.17 [18-1325](#)

Joint resolution authorizing an amendment for a six-month extension of the State's Attorney's Prosecutor Based Victim Services programs, through a Victim of Crime Act (VOCA) grant awarded by the Illinois Criminal Justice Information Authority (ICJIA).

- This VOCA victim assistance grant extension is for two Prosecutor Based Victim Services programs administered through the ICJIA for the performance period of January 1, 2018 through June 30, 2019.
- Funding for one program began in 1991 and the second program began in 2010. These grants are renewed on an annual basis. In 2018, both grant programs were combined into one grant contract.
- The focus of this grant is to provide advocacy services to the currently under-served sexual assault, misdemeanor domestic violence, elder abuse and aggravated battery victim populations. The ICJIA is providing this six-month extension to adjust the future grant performance period.
- The grant program funds are allocated to cover 85 percent of the grant-assigned Sexual Assault Victim Witness Coordinator's (VWC) salary and benefits and 100 percent of the grant-assigned Domestic Violence VWC salary and benefits. Additional program costs will be covered by grant match.
- Grant program revenue and expenses are already included in the State's Attorney's budget.

**Attachments:** [VOCA Extension Letter Oct 2018](#)

### HEALTH & COMMUNITY SERVICES

#### 8.18 [18-1328](#)

Joint resolution consenting to both the merger of the former Community Partners for Affordable Housing (CPAH), along with its Lake County Long-Term Affordable Housing Requirements and Grant Funding Commitments with the Lake County Residential Development Corporation (LCRDC) and the transfer of all Affordable Housing Corporation (AHC) of Lake County Grant Funding Commitments to a newly merged 501 (c) 3 entity, that retains the Federal Employer Identification Number (FEIN) of LCRDC and the name of CPAH.

- In order to enhance the delivery of affordable housing services that empower individuals and families by providing quality housing in Lake County and northern Cook County Illinois, the CPAH and LCRDC entities will merge, effective January 1, 2019.
- As a part of this merger, the existing CPAH will be converted into an Illinois limited liability company (LLC) and become wholly owned by LCRDC. At that time, LCRDC will change its name to Community Partners for Affordable Housing (CPAH).
- After the merger, the new CPAH's board of directors will be comprised of directors from AHC, CPAH and LCRDC.
- Lake County Board action is requested to transfer funding commitments from CPAH and AHC to the newly merged entity and authorize signature by Interim County Board Chair of the attached Consent Letter. This Consent Letter documents the agreement by



Lake County, as provider for affordable housing grants to buildings currently owned by CPAH, for CPAH to perform the transaction described here.

**Attachments:** [Consent Letter #2 for Governmental Agencies \(#4833-0914-7253v1\)](#)

[CPAH Letter to Lake County 10-5-18](#)

[AHC Letter to Lake County 10-2-18](#)

**8.19** [18-1355](#)

Joint resolution amending the Lake County Health Department Animal Care and Control Fees Schedule (as authorized in Lake County Code of Ordinances Chapter 178).

- The fees for a distemper vaccination, which is recommended and is frequently provided along with the rabies vaccination, is proposed to be added. The revision to the fee schedule codifies the \$10 fee, and language added specifies that the distemper vaccination is only provided at the owner's request (i.e., is not mandatory).
- The fee for relinquishing an adoptable dog or cat, and the fee for relinquishing an unadoptable cat are proposed to be increased to \$50. This increase is proposed to compensate for a recent increase to \$50 of the fee that Lake County Health Department (LCHD) pays to Orphans of the Storm for taking dogs or cats to make them available for adoption.
- In the two sections that pertain to trapping wildlife and domestic animals, language from the Program Administrative Procedures and Policies is proposed to be added to clarify the terms under which LCHD staff will trap wildlife, and under which LCHD will issue traps to the public.

**Attachments:** [Revised ACC fees schedule](#)

**8.20** [18-1375](#)

Joint resolution accepting the Health Resources and Services Administration grant and authorizing an emergency appropriation in the amount of \$406,176 for expanding access to quality substance use disorder and mental health services.

- The Health Resources and Services Administration grant, in the amount of \$406,176, will be used to support and expand medication-assisted treatment services.
- This additional grant funding was not previously appropriated because the grant resources were secured after the County's adoption of the fiscal year 2018 budget.
- The grant award will be for the period September 1, 2018 through August 31, 2019.

**Attachments:** [SUD MH 406K](#)

**PUBLIC WORKS & TRANSPORTATION**

**8.21** [18-1380](#)

Joint resolution authorizing a contract with Skalar, Burford, Georgia, for the purchase of a wet chemistry analyzer for Lake County Public Works Laboratory in the amount of \$74,115.

- The Public Works Environmental laboratory currently performs numerous bench

chemistry analyses.

- In order to streamline some of these analyses and create efficiency, it is necessary to purchase a wet autoanalyzer for the laboratory.
- Lake County Public Works issued a Request for Proposal (RFP) to identify a qualified firm to provide a wet chemistry autoanalyzer.
- The RFP was extended to 12 vendors and proposals were received from three vendors, containing multiple offers. In accordance with the evaluation criteria established in the RFP, the selection review team reviewed and determined that the proposal submitted by Skalar, Burford, Georgia, is the most qualified and favorable proposal for Lake County.
- Vendor selection and final price were determined in full compliance with all applicable state and local laws and County policies This is a budgeted item and will cost \$74,115.

**Attachments:** [18-1380 Skalar Lab Flow Analyzer Award.pdf](#)

[18-1380 Skalar Lab Flow Analyzer Bid Tab.pdf](#)

**8.22** **18-1368**

Joint resolution authorizing the first amendment to the agreement for retail sanitary sewer service between Lake County and the Village of Kildeer to include a property intended for development as a Northwest Community Hospital medical building, but not currently included within the boundaries of the retail service area.

- The County provides retail sanitary sewer service to portions of the Village of Kildeer.
- The property, located on the southeast corner of Cuba Road and Illinois Route 12 in the Village of Kildeer, is intended to be developed for a Northwest Community Hospital medical building, but is not currently included within the boundaries of the current service area.
- The Village has requested to extend the sanitary sewer service area to include the property. The County has reviewed the downstream systems and determined the new flow from this project can be accommodated.
- The County is only obligated to accept sewage from the Northwest Community Hospital medical building which is limited to an estimated population equivalent (P.E) of 70.
- The first amendment to the agreement was approved by the Kildeer Village Board on October 16, 2018.

**Attachments:** [18-1368 Amendment Kildeer Agreement NCH Medical Building.pdf](#)

[18-1368 Kildeer NCH Medical building Exhibit A.pdf](#)

[18-1368 Kildeer NCH Medical Building Exhibit A-1.pdf](#)

[18-1368 Kildeer NCH Medical Building Exhibit D.pdf](#)

**8.23** **18-1401**

Joint resolution authorizing an agreement with Lake County Partnership for Economic Development (Lake County Partners) pertaining to the implementation of a pilot program and consideration of future capital improvements to allow for enhanced services to the Milwaukee District North Metra line (MD-N) in Lake County, Illinois, appropriating \$100,000 of ¼% Sales Tax for Transportation funds, and designated as Section 18-00999-60-MS

- Local area businesses have indicated there are service gaps in the current Milwaukee

District North Metra line (MD-N) service schedule that do not meet the travel needs of their current and prospective employees.

- These employees could use the Telegraph Road Metra Station in Lake Forest if the schedule was enhanced to provide additional services.
- Metra indicated that infrastructure improvements such as installing a universal crossover would be necessary to make the requested schedule enhancements.
- The cost of the infrastructure improvements is estimated to be \$4,750,000.
- Metra indicated that a pilot program consisting of short-term schedule enhancements could be implemented to monitor the impact on ridership and determine if the capital improvements are justified.
- The cost of the pilot program is estimated to be \$700,000 annually.
- Lake County Partners is securing private and public sector funding for a two-year pilot program and future capital improvements.
- This appropriation would provide a \$50,000 per year contribution for each of the two years of the pilot program.

**Attachments:** [18-1401 Metra MD-N LC LCP Donor Agreement Draft](#)

**8.24** [18-1386](#)

Joint resolution authorizing a contract for the replacement of the Traffic Management Center (TMC) video wall controller with Audio Visual Innovations, Inc., Tampa, Florida, in the amount of \$49,572.88.

- The TMC PASSAGE video wall controller, consisting of seven servers, has reached the end of its useful life cycle and needs to be replaced for continued software and security upgrades.
- A cooperative purchasing contract with Audio Visual Innovations, Inc., Tampa, Florida, through General Service Administration (GSA), a competitively solicited and awarded federal procurement program, will be utilized to procure the needed services and equipment.
- Pursuant to Article 10-101 of the Lake County Purchasing Ordinance, Cooperative Purchasing, Lake County may participate in a cooperative purchasing agreement for the procurement of goods with one or more public procurement units in accordance with an agreement entered between the participants.
- This contract includes purchase of the hardware, installation, one year of unlimited phone support, and a one-year warranty at a contract amount of \$49,572.88.

**Attachments:** [18-1386 Video Wall Controller Proposal Draft](#)

**8.25** [18-1312](#)

Joint resolution authorizing a contract with Peter Baker and Son Company, Lake Bluff, Illinois, in the amount of \$3,547,185.68 for the resurfacing, restoration, and rehabilitation (3R) improvement of St. Mary's Road, from Illinois Route 60 to Everett Road, and Everett Road, from St. Mary's Road east to the Lake Forest corporate limits, which will be improved under the Illinois Highway Code for a total of 3.01 miles, appropriating \$3,300,000 of Matching Tax funds, \$1,200,000 of County Bridge Tax funds and \$50,000 of Motor Fuel Tax funds, and designated as Section 15-00117-03-RS.

- St. Mary's Road, from Illinois Route 60 to Everett Road, and Everett Road, from St. Mary's Road east to the Lake Forest corporate limits, needs resurfacing.

- This resurfacing improvement has been identified within the County's pavement management system and is included in the highway improvement program.
- In addition to the resurfacing work, this 3R improvement will include wider shoulder widths, flatter slopes, improved drainage, and installation of bike-friendly shoulders.
- Requested improvements by the Lake County Forest Preserve District are the installation of two box culverts and a pedestrian and bike path along the south side of Everett Road.
- A total of two bids were received, ranging from \$3,547,185.68 to \$3,924,443.57, and the lowest responsible bidder is Peter Baker and Son Company, Lake Bluff, Illinois, with a contract amount of \$3,547,185.68.

**Attachments:** [18-1312 Bid Tab, St. Mary's Road & Everett Road 3R](#)

**8.26** [18-1406](#)

Joint resolution authorizing an agreement with the State of Illinois, Illinois Department of Transportation (IDOT), for the use of federal highway funds for the construction and Phase III construction engineering to reconstruct and improve 14th Street, from Illinois Route 131/Green Bay Road to Sheridan Road, and appropriating \$5,490,000 of ¼% Sales Tax for Transportation funds, and designated as Section 99-00260-01-WR.

- 14th Street will be reconstructed and improved, from Illinois Route 131/Green Bay Road to Sheridan Road.
- This improvement will include the reconstruction of the road to three lanes with a shared center turn lane, a new bike path and sidewalk, street lighting, drainage improvements, and installation of a roundabout at 14th Street and Dugdale which will replace the existing four-way stop.
- The County has been allocated federal funds to reconstruct and improve 14th Street, from Illinois Route 131/Green Bay Road to Sheridan Road, and IDOT administers all federal highway funds.
- This agreement provides that IDOT will pay up to 80 percent of the construction cost, and the County will be eligible to receive up to 80 percent reimbursement for the construction engineering cost dependent upon the availability of federal funds.
- This improvement is included in the Highway Improvement Program with construction planned to begin in 2019.

**Attachments:** [18-1406 14th St \(IL 131 to Sheridan\) IDOT Agreement draft](#)

**8.27** [18-1407](#)

Joint resolution authorizing an agreement with STV Incorporated, Chicago, Illinois, for Phase III construction engineering services for the reconstruction of 14th Street, from Illinois Route 131/Green Bay Road to Sheridan Road, at a maximum cost of \$1,439,434.80, and designated as Section 99-00260-01-WR.

- Lake County selects professional engineering firms in accordance with the Local Government Professional Services Selection Act, 50 ILCS 510/1 et. Seq.
- The Lake County Division of Transportation Consultant Selection Process has been approved by the Federal Highway Administration and the Illinois Department of Transportation, and the firm selected for this project was selected in accordance with this approved process.
- Phase III construction engineering services are required to utilize federal highway funds

for the reconstruction of 14th Street, from Illinois Route 131/Green Bay Road to Sheridan Road.

- Public notices were published on July 25 and August 1, 2018, and 17 firms submitted Statements of Interest/Qualifications and three short-listed firms were interviewed on September 13, 2018.
- Because of the interviews, the selected, and recommended, firm is STV Incorporated, Chicago, Illinois, at a maximum cost of \$1,439,434.80.
- This improvement will include reconstruction to three lanes with a shared center turn lane, new bike path and sidewalk, street lighting, drainage improvements, and installation of a roundabout at 14th Street and Dugdale which will replace the existing four-way stop.
- This improvement is included in the Highway Improvement Plan and planned for construction to begin in 2019.

**Attachments:** [18-1407 14th St \(IL 131 to Sheridan\) Phase III Consultant Agreement dr](#)

**8.28** [18-1408](#)

Joint resolution authorizing an agreement with the City of Waukegan for the reconstruction of 14th Street, from Illinois Route 131/Green Bay Road to Sheridan Road, the jurisdictional transfer of the portion of 14th Street within the municipal limits of the City of Waukegan, from Illinois Route 131/Green Bay Road to Victoria Avenue, from the City of Waukegan to Lake County, and designated as Section 99-00260-01-WR.

- 14th Street will be reconstructed and improved from, Illinois Route 131/Green Bay Road to Sheridan Road.
- This improvement will include reconstruction of the road to three lanes with a shared center turn lane, a new bike path and sidewalk, street lighting, drainage improvements, and installation of a roundabout at 14th Street and Dugdale which will replace the existing four-way stop.
- The City of Waukegan owns a watermain and sanitary sewer within the project limits that requires modification, and desires that the County install a sidewalk, a multi-use path and street lighting as part of the improvement.
- The City of Waukegan will reimburse Lake County for the engineering and construction costs associated with this work, estimated to be \$155,666.61.
- Jurisdiction of the portion of 14th Street, within the municipal limits of Waukegan, from Illinois Route 131/Green Bay Road to Victoria Avenue (just east of Jackson Street), will be transferred from the City of Waukegan to Lake County.

**Attachments:** [18-1408 14th St \(IL 131 to Sheridan\) Waukegan Agreement draft](#)

**8.29** [18-1409](#)

Joint resolution authorizing an agreement with the City of North Chicago for the reconstruction of 14th Street, from Illinois Route 131/Green Bay Road to Sheridan Road, the jurisdictional transfer of the portion of 14th Street within the municipal limits of North Chicago, from Illinois Route 131/Green Bay Road to Victoria Avenue, from the City of North Chicago to Lake County, and designated as Section 99-00260-01-WR.

- 14th Street will be reconstructed and improved, from Illinois Route 131/Green Bay Road to Sheridan Road.
- This improvement will include reconstruction of the road to three lanes with a shared center turn lane, a new bike path and sidewalk, street lighting, drainage improvements,

and installation of a roundabout at 14th Street and Dugdale which will replace the existing four-way stop.

- The City of North Chicago owns a watermain and sanitary sewer within the project limits that requires modification, and desires that the County install a sidewalk, a multi-use path and street lighting as part of the improvement.
- The City of North Chicago will reimburse Lake County for the engineering and construction costs associated with this work, estimated to be \$474,144.06.
- Jurisdiction of the portion of 14th Street, within the municipal limits of North Chicago, from Illinois Route 131/Green Bay Road to Victoria Avenue (just east of Jackson Street), will be transferred from the City of North Chicago to Lake County.
- The City of North Chicago will retain permitting and maintenance authority over 14th Street, from Jackson Street to Sheridan Road.

**Attachments:** [18-1409 14th St \(IL 131 to Sheridan\) North Chicgao Agreement draft](#)

## FINANCIAL & ADMINISTRATIVE

### 8.30 [18-1327](#)

Ordinance amending a previous ordinance designating the voting site assigned to three of the 415 precincts in Lake County Townships.

- After reviewing voting sites for the April 2, 2019 Consolidated Election, voting site changes are proposed to provide better voting site locations to those precincts affected by a site that is hampered in its ability to continue serving as a site due to space and access limitations.
- Ela Township Precincts 94, 97 and 98 have previously been assigned to the Buffalo Creek Park Building for Election Day voting. The site is unable to continue serving as a polling site due to space limitations resulting from significant program expansion.
- Due to the aforementioned obstacles, Ela Township Precincts 94, 97 and 98 are being re-assigned to the Ela Township Office which has adequate voting and parking space and is easily accessible for all voters.

**Attachments:** [Polling Place Ordinance - Exhibit A.pdf](#)

[BuffaloCreekParktoElaTownshipOffice.pdf](#)

### 8.31 [18-1360](#)

Resolution authorizing a contract with Grey Wall Software LLC, New Haven, Connecticut, (Grey Wall Software) for the software maintenance for virtual emergency operations center (VEOC) software in the annual amount of \$72,000, including four one year renewal options.

- On June 11, 2013 the County Board approved a competitively solicited contract with Grey Wall Software for a Regional Multi Agency Coordination System (MACS) support software for the Emergency Management Agency.
- Grey Wall Software is the sole proprietor and, as the only source that can provide the services, was approved for bid exemption by the Purchasing Agent on October 22, 2018.
- The new contract provides for software maintenance of the current solution and an hourly rate for training and consulting services.
- In accordance with Article 6, Section 102 of the Lake County Purchasing Ordinance, the

Purchasing Agent approved bid exemption on the basis that there exists a long standing, successful relationship for professional services, and the knowledge gained through this relationship adds value integral to the services provided for these services.

- This is a budgeted item and will cost an annual amount of \$72,000, including a proposed three percent increase in years two through five.

**Attachments:** [Draft Agreement](#)

[Purchasing Award Information](#)

**8.32** [18-1421](#)

Resolution authorizing a contract with EC America, Inc., McLean, Virginia, (EC America) in the amount of \$170,000 for cyber security remediation and penetration testing.

- The Enterprise Technology Division has identified the need for consulting support for cyber security remediation and penetration testing.
- The County faces cyber-attacks that are evolving in sophistication and potential impact, threatening data breaches as well as disruption of critical operations.
- To secure the County's systems, Enterprise Technology is seeking assistance to complete penetration testing, conduct a vulnerability assessment, identify critical data, create a plan to address risks, and develop a policy framework.
- Pursuant to Article 10-101 of the Lake County Purchasing Ordinance, Cooperative Purchasing, Lake County may participate in a cooperative purchasing agreement for the procurement of goods with one or more public procurement units in accordance with an agreement entered into between the participants.
- The Purchasing Division identified a cooperative purchasing contract through the Government Services Administration (GS-35f-0511T), with EC America, which has a participating dealer agreement with MTM Technologies for sales of its services, that was competitively solicited and awarded.
- This one year contract is in the amount of \$170,000.

**Attachments:** [EC America Immix Group Letter 102318](#)

[439588 Lake County IL 1yr Security Services v3](#)

[Award Information](#)

**8.33** [18-1398](#)

Resolution authorizing a contract with Ground Up Enterprises, Grayslake, Illinois, (Ground Up Enterprises) for snow plowing and snow removal services at various Lake County facilities for a one year period, with four one year renewals, in the estimated annual amount of \$98,705.

- Lake County Facilities Operations currently contracts for snow plowing and snow removal services at the Round Lake Beach Branch Court, the Park City Branch Court, Mundelein Branch Court, Children's Advocacy Center, Lake County Multi-Departmental Storage Facility, and Depke Juvenile Justice Complex with a combined total of approximately 435,000 square feet of parking lots.
- The current contract for this service will expire on November 30, 2018.
- An invitation to bid was issued and extended to 30 vendors and sealed bids were received from one local vendor and two non-local vendors with the three responsive and responsible bids ranging from \$98,705 to \$128,696.

- Ground Up Enterprises was the lowest responsive and responsible bidder.

**Attachments:** [18126 Award Information](#)

[18126 Snow Plow Snow Removal Bid Tab](#)

**8.34** [18-1399](#)

Resolution authorizing a contract with The Gordian Group, Inc., Greenville, South Carolina, (The Gordian Group) in the estimated amount of \$200,000 for Job Order Contracting (JOC) consulting services.

- JOC is a contract process that provides for competitive sealed bid pricing for general contractors based on a standard Construction Task Catalog that identifies pre-set unit prices for construction, renovation and building repair tasks specifically tailored for anticipated ongoing minor capital construction, renovation and building repair projects at County facilities.
- The Gordian Group has served as County's JOC consultant since 2008 and has developed the County's specific Construction Task Catalog, implemented proprietary eGordian JOC information management system, and provided ongoing training to County staff.
- A competitive bid for JOC general contractors will be issued separately following the completion of the updated Construction Task Catalog.
- The Gordian Group will be compensated at the rate of 2.98 percent of construction costs, estimated at \$200,000 annually. This estimate is calculated by multiplying the Gordian fee by the projected amount of construction, renovation and building repair required; the actual expenditure may vary based on actual work contracted.
- Purchasing identified a cooperative purchasing contract through Sourcewell (071415 -GGI) with The Gordian Group that was competitively solicited and awarded.
- Pursuant to Article 10-101 of the Lake County Purchasing Ordinance, Cooperative Purchasing, Lake County may participate in a cooperative purchasing agreement for the procurement of goods with one or more public procurement units in accordance with an agreement entered into between the participants.

**Attachments:** [JOC Gordian Award Information](#)

[2018-19 Sourcewell Piggyback Proposal](#)

**8.35** [18-1402](#)

Committee action approving Change Order Number Two with Thyssenkrupp Elevator, Lombard, Illinois, (Thyssenkrupp Elevator) for elevator modernization at the Babcox Justice Center in Waukegan in the amount of \$75,667.26.

- At its July 2017 meeting, the Lake County Board authorized a contract with Thyssenkrupp Elevator, in the amount of \$598,915 for elevator modernization of two detention elevators at the adult detention center in Waukegan.
- At its December 2017 meeting, the Lake County Board authorized Change Order Number One with Thyssenkrupp Elevator, in the amount of \$249,801 to include the original bid alternate for additional modernization tasks of the adult detention's visitor's elevator.
- The modernization scope of work did not include the replacement of the light fixtures for cabs and a new brake coil and solenoid for visitor's elevator, both of which are germane



and will improve the performance of the elevator

- Additional position indicator lights and fireman's control panel items are necessary to comply with new building code and Jail operations.
- As the work is currently ongoing under the awarded contract, staff has verified that the request for the change order is in the best interests of the County and Thyssenkrupp Elevator will be able to complete the work for the price submitted.
- In accordance with Article 8, Section 101 (1) of the Lake County Purchasing Ordinance, it is hereby requested that the Purchasing Agent be authorized to enter into Change Order Number Two for the additional tasks related to jail elevator modernization.
- This resolution authorizes Change Order Number Two with Thyssenkrupp Elevator in the amount \$75,667.26 and will be managed by the Facilities Department.

**8.36**    [18-1403](#)

Resolution authorizing a contract in an amount not to exceed \$146,500 with Appin Associates, Gurnee, Illinois, (Appin Associates) to provide engineering services for building automation systems for fiscal year (FY) 2019 projects.

- Lake County has contracted with Appin Associates since 2007 to provide engineering services for building automation services through a series of awards based on statement of interests issued in accordance with the Local Government Professional Services Selection Act (50 ILCS-510/).
- There is an ongoing need for engineering services to develop the specifications necessary to ensure that all new equipment has the capacity to be integrated into the County's Building Automation and Control Network (BACNet).
- In accordance with Local Government Professional Services Selection Act (50 ILCS 510/), the selected and recommended firm is Appin Associates with a not to exceed amount of \$146,500, subject to appropriation of the FY 2019 Capital Improvement Program.

**Attachments:**    [2019 Appin Projects Agreement](#)

[2019 Appin Proposal](#)

**8.37**    [18-1414](#)

Resolution authorizing a contract with Safeware Inc., Lanham, Maryland, (Safeware) for the purchase of facility entry screening equipment for Lake County in the amount of \$336,521.

- The current building entry screening equipment at the County's Administrative Tower located at 18 N County Street in Waukegan has reached the end of its useful life.
- As part of the Fiscal Year (FY) 2019 budget process, the Facilities and Construction Services Department (Facilities) has recommended replacement of the building entry screening equipment using Corporate Capital Improvement Program (CCIP) funds of which \$700,000 was included specifically for this purpose.
- Purchasing identified a cooperative purchasing contract with Safeware through U.S. Communities to procure the building entry screening equipment at a contract price that was competitively solicited and awarded.
- Pursuant to Article 10-101 of the Lake County Purchasing Ordinance, Cooperative Purchasing, Lake County may participate in a cooperative purchasing agreement for the procurement of goods with one or more public procurement units in accordance with an

agreement entered into between the participants.

- This contract authorizes the purchase of building entry screening equipment in FY 2019, subject to appropriation, in the amount of \$302,546, with an on-going annual estimated maintenance cost of \$33,975 through 2023.

**Attachments:** [Safeware Award Information](#)  
[Safeware Quote for Equipment](#)  
[Safeware quote annual maintenance](#)

**8.38** [18-1363](#)

Resolution authorizing a release of Regulatory Agreement and Declaration of Restrictive Covenants by and among the County of Lake, Illinois; Emerald Pointe Limited Partnership; and Bank of New York (BNY) Midwest Trust Company, as Trustee, dated December 1, 2001, recorded January 4, 2002 and amended by First Amendment, recorded December 1, 2011.

- In 2001, the County issued \$7,260,000 in conduit revenue bonds to enable the purchase, renovation and equipping of the multifamily housing project known as Emerald Pointe Apartments.
- As part of obtaining tax exempt status for the interest on the bonds, the developer was required to make certain covenants to meet affordable housing standards required by the federal government.
- The First Amendment passed by the County Board on November 8, 2011, allowed for the borrower to refinance the amounts outstanding with a private mortgage; however, the covenants in the Regulatory Agreement did not terminate with the payment of the balance of the bonds.
- The Borrower has opted out of the Section 8 program, pursuant to written notice to BNY Mellon, dated October 18, 2017. The Project Based Units in the Property are now all Market Rate Units. Therefore, all conditions to termination referenced in Section 1(d) of the Regulatory Agreement and Declaration of Restrictive Covenants dated December 1, 2001, and thereafter amended, have been satisfied.
- BNY Midwest Trust Company, as trustee, has signed the release of the Regulatory Agreement and staff recommend that the County release as well.

**Attachments:** [Emerald Pointe Agreement](#)  
[Banner-Emerald Pointe - Certificate re Section 8 Contract](#)  
[Banner-Emerald Pointe - Release of Regulatory Agreement](#)

**8.39** [18-1376](#)

Ordinance recommending the Fiscal Year (FY) 2019 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.

- This budget reflects all budget actions as approved by Standing Committees and the Financial and Administrative Committee.

**Attachments:** [FY19 Rec Budget - Draft 1 10-4-18 FINAL - for Website.pdf](#)

[List of FY19 Budget Amendments](#)

[FY19 Recommended Budget - Summary before Amendments.pdf](#)

**8.40** [18-1378](#)

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) 2019 Appropriation Ordinance as adopted by the County Board of Lake County, Illinois.

- Once the budget and appropriation ordinance is adopted, the levy ordinance is then adopted for filing with the County Clerk.
- This ordinance separately identifies the determined amount of tax dollars allocated to each of the countywide property tax funds.

**8.41** [18-1379](#)

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

- The levy ordinance for this SSA (Loon Lake) is required to be adopted annually.

**8.42** [18-1381](#)

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.

- In 1994, the County Board established the Northeast SSA Number Nine.
- This SSA was established to assist in the financing of the new Northeast sewer system.
- A special tax roll was created that sets forth the amount to be levied each year against all parcels in the SSA.
- This ordinance lists the amounts to be levied for the tax year 2018 to be collected during calendar 2019.

**8.43** [18-1382](#)

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

- In 2004 the County Board established the Woods of Ivanhoe SSA.
- This SSA provides funds to maintain private roads in the Woods of Ivanhoe Subdivision.

**8.44** [18-1383](#)

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

- The levy ordinance for this SSA (Spencer Highlands) is required to be adopted annually.

**8.45** [18-1384](#)

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

- The levy ordinance for this SSA (Oak Pond Lane) is required to be adopted annually.

8.46 [18-1385](#)

Ordinance providing for the levy of a direct annual tax sufficient to produce \$56,640 for Special Service Area (SSA) Number 17.

- In 2016 the County Board established the Ivanhoe Estates SSA.
- This SSA provides funds to maintain private roads in the Ivanhoe Estates residential community.

8.47 [18-1387](#)

Resolution authorizing emergency appropriations from various funds for capital projects in the fiscal year (FY) 2019 Capital Improvement Program.

- The FY 2019 Capital Improvement Program budget will be approved in November 2018 as part of the FY 2019 recommended budget.
- Various emergency appropriations are requested to appropriate the necessary funding to each designated capital project.
- The Department of Public Works has planned capital projects as outlined in the 2019 budget; this action appropriates the funds necessary to complete the projects.

**Attachments:** [CFY19 PW Modified Budget Capital items ADI sheet.pdf](#)  
[2019 CCIP - 10-31-18.pdf](#)

8.48 [18-1416](#)

Resolution authorizing emergency appropriations for Fiscal Year (FY) 2019 in various funds for certain projects, items, and activities budgeted in the prior year and not completed.

- This resolution authorizes the carryover, or reauthorization, of certain FY 2018 activities.
- These activities were not included in the FY 2019 budget; to have included them would have hindered the proper scrutiny of the new FY 2019 budget.
- Without this action, these projects and/or items will not have the budget authority required.

**Attachments:** [Nov 18 Carryovers - Combined](#)

8.49 [18-1423](#)

Resolution authorizing line-item transfers between various funds for the purpose of transferring previously approved funds in Fiscal Year (FY) 2018.

- Line-item transfers in various funds between line-items in FY 2018 budget are needed to align the budget with correct expense accounts.
- The County Board must approve line-item transfers under certain conditions.
- A listing of the various transfers is attached to the resolution.
- This action does not increase budget authority; it simply transfers previously approved budget authority.

**Attachments:** [Nov 18 LIT- PW.pdf](#)

8.50 [18-1373](#)

Resolution authorizing a Collective Bargaining Agreement (CBA) with the Illinois Council of Police, as the exclusive representative of the Sheriff Deputies Employee's Bargaining Unit of the Lake County Sheriff's Office.

- The CBA shall be effective for a four-year period from December 1, 2016 through November 30, 2020.
- Wages will increase 2.25 percent on December 1, 2016; 2.5 percent on December 1, 2017, December 1, 2018 and December 1, 2019.
- Wage increases for each year of the agreement will cost approximately \$280,000.
- Effective December 1, 2018 maximum compensatory time accrual will decrease from 480 to 280 hours.
- Secondary employers will indemnify and hold the County and Office of the Sheriff harmless for acts arising out of the course of employment with the secondary employer.

**Attachments:** [2016 - 2020 ICOPS Law Enforcement Mark Up 10-2018](#)

8.51 [18-1388](#)

Resolution authorizing the execution of a Collective Bargaining Agreement (CBA) with Teamsters Local Union 700, as the exclusive representative of the Correctional Lieutenants Employees Bargaining Unit of the Lake County Sheriff's Office.

- The CBA shall be effective for a three-year period from December 1, 2015 through November 30, 2018.
- Wages will increase 2.85 percent on December 1, 2015 and members of this CBA will receive the same across the board increases as the Correctional Sergeants effective December 1, 2016 and December 1, 2017.
- Wage increases for each year of the agreement will cost approximately \$18,000.

**Attachments:** [2015 - 2018 Correctional Lieutenants Mark Up](#)

8.52 [18-1417](#)

Resolution authorizing Lake County to enter into a Memorandum of Understanding with the International Union of Operating Engineers, Local 150, that will grant employees who are assigned to operate the recently acquired Bio Solid Thermo Dryer (Dryer) a \$1 shift differential.

- The Dryer extracts water from sewer waste which reduces volume that produces a cost savings in hauling/disposal.
- Employees assigned to operate the Dryer receive special training and are required to work different shifts than the 7:00 a.m. to 3:30 p.m. shift specified in the collective bargaining agreement.
- The parties have reached a tentative agreement to pay those employees assigned to operate the dryer from 5:00 a.m. to 1:30 p.m. or 9:00 a.m. to 5:00 p.m. an additional \$1 per hour more for the entire shift.
- The additional \$1 per hour will also be included in the calculation of overtime for any overtime hours worked while assigned to the Dryer.
- Four employees will be initially assigned to operate the Dryer on a daily basis, resulting in a cost increase of \$8,320 annually that will be absorbed in the Public Work's Departmental budget.

**Attachments:** [MOU local 150102318 \(002\)](#)

**8.53** [18-1444](#)

Committee action authorizing settlement of County v. HDG, 17 L 494.

**8.54** [18-1430](#)

Resolution approving the 2019 Lake County Legislative Agenda.

- Annually, the County develops a list of legislative priorities that are submitted to legislators representing Lake County.
- The County's 2019 Legislative Agenda seeks to:
  - Amend the process through which a county can seek immediate injunctive relief to authorize the removal of hazardous materials from an abandoned or otherwise uninhabitable structure or property.
  - Amend the Illinois Counties Code to increase the agricultural zoning exemption acreage from five acres to 20 acres for unincorporated parcels for animal husbandry (excluding equine activity) within or adjacent to residential zoning districts.
  - Amend the Election Code to mandate non-attendance day for schools that serve as election polling sites.
  - Amend the Illinois Vital Records Act to require that fetal and stillbirth death records be reported through the electronic Illinois Vital Records.
  - Identify legislative and operational changes that simplify the process for driver's license reinstatement for indigent individuals who have committed non-moving violations.
  - Identify viable legislative solutions and/ or operational changes - through a statewide working group - that provides remedies that limit the financial and operational impact of unfunded mandates such as JULIE on local governments.
- The Legislative Agenda also identifies bills and issues of interest to the County for support, opposition, or monitoring.

**Attachments:** [LA FY 2019 Master](#)

**8.55** [18-1415](#)

Discussion on options to provide food services through the County café and coffee kiosk.

- The County has been operating a café and coffee kiosk on the first floor of the County Building for over fifteen years to provide food service options for employees and visiting members of the public.
- Over the years, the operators have struggled and have been subsidized by the County in various forms with the current vendor requiring a direct subsidy of \$1,500 monthly.
- To identify a viable long term solution, the County issued a Request for Proposals(RFPs) that bundled the services for the café and coffee kiosk with the inmate food contract. Through this process, options have been identified which are summarized below:
  - Retain the current food service options for the Lake County Courthouse and Administrative Tower Complex through a café and kiosk for a monthly stipend in an estimated amount of \$4,500 (estimated annual cost of \$54,000) with minimum service standards required; or
  - Close the current café, convert it into a self-service MicroMarket offering premade sandwiches and salads, frozen entrees, snacks and beverages which

will be accessible to employees via key card throughout the workday and maintain the coffee kiosk for a monthly stipend in an estimated annual amount of \$2,500 (estimated annual cost of \$30,000) with minimum service standards requirements.

- Staff is seeking Committee input and direction on the Café and coffee kiosk options presented.

**9. Executive Session**

**9.1 [18-1369](#)**

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

**9.1A [18-1185](#)**

Committee action authorizing reclassification of a position in the Workforce Development Department.

**9.1B [18-1389](#)**

Committee action authorizing an accrual of three weeks of vacation for three employees in the Lake County Sheriff's Office.

**9.1C [18-1370](#)**

Committee action authorizing reclassification of a position in the Public Works Department.

**9.2 [18-1420](#)**

Executive Session to discuss collective bargaining pursuant to 5ILCS 120/2 (C)(2).

**9.2A [18-1443](#)**

Committee action authorizing funds for an economic proposal in the Circuit Court Clerk's Office.

**10. County Administrator's Report**

**10.1 [18-1400](#)**

Update on the procurement card (P-Card) action plan.

**10.2 [18-1441](#)**

Update on the Strategic Facilities Master Plan.

**11. Members Remarks**

**12. Adjournment**

**Next Meeting: TO BE DETERMINED**