

# Lake County Illinois

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



## **Agenda Report - Final**

**Wednesday, March 8, 2017**

**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 [17-0303](#)

Minutes from February 1, 2017.

**Attachments:** [F&A 2.1.17 Minutes](#)

3.2 [17-0315](#)

Minutes from February 8, 2017.

**Attachments:** [F&A 2.8.17 Minutes](#)

3.3 [17-0304](#)

Executive Session minutes from February 1, 2017.

4. Addenda to the Agenda

5. Public Comment

6. Chairman's Remarks

7. Old Business

8. New Business

**CONSENT AGENDA (Items 8.1 - 8.3)**

8.1 [17-0223](#)

Joint resolution accepting the Healthcare Foundation of Northern Lake County, Illinois, grant and authorizing an emergency appropriation in the amount of \$75,000 for fiscal year (FY) 2017 for costs of ServicePoint.

- The Healthcare Foundation of Northern Lake County awarded a grant of \$75,000 for the period November 21, 2016, through November 20, 2017, with possible annual renewals for up to a total of three years.
- The grant funds will be used to create an electronic referral network to be used by Lake County health and human service organizations. The web-based software to be utilized for this purpose, called ServicePoint, is already in use at a number of area non-profits but its referral features remain, for the most part, inactive. This grant will support bringing new and existing organizations online to a ServicePoint-facilitated referral network that will provide more meaningful and timely referrals between providers, provide agencies with a record of referral activity on the clients served and ultimately result in improved outcomes for the residents who access Lake County's human services system.
- Key ServicePoint referral partners include the Lake County Health Department, Erie Family Health Center, Nicasa, and members of the Alliance for Human Services.
- This ServicePoint grant funding in FY2017 will include \$25,000 for a consultant who will

provide expert analysis regarding the privacy concerns related to the network; \$5,000 for a second consultant who will provide ServicePoint configuration support; \$34,000 for salaries; and \$11,000 for training, mileage and dues/subscriptions.

**Attachments:** [Agreement letter - signed](#)

[March 2017 ServicePoint Appropriation worksheet.pdf](#)

**8.2**     **17-0280**

Joint resolution authorizing an agreement with Strand Associates, Inc., Joliet, Illinois, for Phase II design engineering services for the intersection improvement of Winchester Road at Illinois Route 83, at a cost of \$313,059.76, and appropriating \$380,000 of ¼% Sales Tax for Transportation funds, and designated as Section 16-00170-13-CH.

- [Winchester Road, at Illinois Route 83 Intersection, Improvement: Consultant Agreement and Appropriation.](#)
- Winchester Road will be improved at the intersection of Illinois Route 83 with the installation of a traffic signal.
- This engineering design is included in the Highway Improvement Program and a consultant will be utilized to complete Phase II design engineering services.
- Utilizing the Local Government Professional Services Selection Act, the selected and recommended consultant is Strand Associates, Inc., Joliet, Illinois, at a cost of \$313,059.76.

**Attachments:** [17-0280 Winchester Road Consultant Agreement Draft.pdf](#)

**8.3**     **17-0276**

Joint committee action item approving Change Order Number Four, consisting of an increase of \$4,764.85, for additions to the 2016 concrete patching construction contract, and designated as Section 16-00000-10-GM.

- [2016 Concrete Patching: LCDOT Change Order Number Four.](#)
- Change Orders need to be approved by the standing committees for cumulative net increases over 10 percent.
- The 2016 concrete patching project is under contract with A Lamp Concrete Contractors, Inc. in the amount of \$97,931.
- Change Order Number Four, in the amount of \$4,764.85, is due to balancing of measured quantities with the contractor.
- Change Order Number Three, in the amount of \$31,674.95, was due to added emergency Washington Street patches, added curb repairs before the upcoming 2017 project on Rollins Road, between Hook Road and Illinois Route 132, and added sidewalk repairs at Aptakisic Road and Leider Lane due to damage and was approved by the Public Works and Transportation and the Financial and Administrative Committees on January 17, 2017.
- Change Order Number Two, in the amount of (\$1,393.50), was due to field measured quantities used on the original contract for Rollins Road, between Fairfield Road and Cedar Lake Road, as well as on Cedar Lake Road at Monaville Road.
- Change Order Number One, in the amount of \$6,815.60, was due to the addition of items to complete the intent of the original project, as well as adjusting some original item quantities, measured during the progress of work.

## REGULAR AGENDA

### HEALTH & COMMUNITY SERVICES

#### 8.4 [17-0272](#)

Joint resolution authorizing an emergency appropriation in the amount of \$480,661.83 in Community Development U.S. Department of Housing & Urban Development (HUD) grant spending as a result of revenue from the sale of homes purchased under Neighborhood Stabilization Program (NSP) and from repayments by previous homebuyers under the HOME Program.

- Housing grant programs managed by Community Development with funds from the U.S. Department of Housing & Urban Development (HUD) have been operating successfully, resulting in the sale of single family homes to income-qualified persons and to first-time homebuyers.
- Collectively, the sale of five homes originally purchased and rehabilitated using Neighborhood Stabilization Program (NSP) funds generated \$415,994.33 of program income, the reinvestment of which was anticipated in the Board-Approved NSP Sunset Plan.
- The HOME Program requires homeowners who received a HOME grant to buy or rehabilitate a house to repay the HOME grant if the home is sold during the HOME-required period of affordability. HOME grant repayments totaling \$45,766 were generated over the past year. Additional repayment of loans, with interest, by for-profit housing developers totals \$18,901.
- An emergency appropriation of this revenue is necessary in order to budget the reinvestment of these funds, as required, in the NSP and HOME Programs.

**Attachments:** [03.14.17 HUD Program Income Emergency Appropriation.pdf](#)

### PUBLIC WORKS & TRANSPORTATION

#### 8.5 [17-0279](#)

Joint resolution authorizing emergency appropriations in fiscal year (FY) 2017 for the Lake County Division of Transportation (LCDOT) capital and bond funds, for projects previously approved and for additional revenue.

- [FY 2017 LCDOT Capital and Bond Funds: Emergency Appropriation.](#)
- This resolution authorizes emergency appropriations in the FY 2017 LCDOT capital funds budget for previously approved projects and additional revenue.
- These projects and revenue were not included in the FY 2017 budget.
- Without this action, these projects and revenue will not have the budget authority required.

**Attachments:** [17-0279 ADI Spreadsheet March 2017 Emergency Appropriation DOT.r](#)

#### 8.6 [17-0293](#)

Joint resolution authorizing, on behalf of the Lake County Coordinated Transportation Services Committee (LCCTSC), separate applications, to the Regional Transportation Authority (RTA), for Section 5310 grants for the continuation of the Ride Lake County Central Project in cooperation with Pace, the Townships of Fremont and Libertyville, and the Villages of Libertyville and Mundelein; and the Ride Lake County West Project

in cooperation with Pace, the Townships of Antioch, Avon, Fremont, Grant, Lake Villa and Wauconda, subject to further County Board approval.

- Ride Lake County Central and Ride Lake County West Projects: RTA Section 5310 Grant Applications.
- The RTA grant funds being requested are from the Federal Section 5310 grant program.
- The Ride Lake County Central Project, operated by Pace, was created by LCCTSC in 2016, with support from the Townships of Fremont and Libertyville and the Villages of Libertyville and Mundelein.
- The Section 5310 grant application will continue coordination of expanded Dial-a-Ride services with the Townships of Fremont and Libertyville, and the Villages of Libertyville and Mundelein.
- The Ride Lake County West Project (formerly known as the Northwest Demonstration Project), operated by Paced, was created by the LCCTSC in 2016, with support from the Townships of Antioch, Avon, Fremont, Grant, Lake Villa and Wauconda.
- The Section 5310 grant application will continue coordination of expanded Dial-a-Ride services with the Townships of Antioch, Avon, Fremont, Grant, Lake Villa and Wauconda.
- The County's role will be grant coordinator on behalf of the LCCTSC.
- The local match, to be supplied for the grant, is in accordance with the Lake County Division of Transportation Paratransit Coordination with LCCTSC Policy.
- This resolution authorizes the County to apply for the two grants, on behalf of the LCCTSC and, if approved, they will be brought back to the Lake County Board for acceptance and allocation of the necessary ¼% Sales Tax for Transportation funds.

**Attachments:** [17-0293 Ride Lake County Central Governing Board Resolution.pdf](#)

[17-0293 Ride Lake County West Governing Board Resolution.pdf](#)

**8.7** [17-0282](#)

Joint committee action approving acceptance of a cash donation from Chain of Lakes Community Bible Church, 43 West Grass Lake Road, Lake Villa, Illinois, in the amount of \$444,836.83 under Chapter 90 (Lake County Highway Access Regulation Ordinance) of the Lake County, Illinois, Code of Ordinances.

- Grass Lake Road Resurfacing: Cash Donation.
- Chain of Lakes Community Bible Church, 43 West Grass Lake Road, Lake Villa, Illinois, desires to make a cash donation for their proposed site access work along Grass Lake Road.
- The Lake County Division of Transportation (LCDOT) has a program improvement to resurface Grass Lake Road, from Illinois Route 83 to Deep Lake Road, which includes the section of Grass Lake Road requiring the site access work.
- It is recommended that said site access work be incorporated into the LCDOT improvement, and a cash donation in the amount of \$444,836.83 be accepted to cover design engineering and construction costs.

**8.8** [17-0283](#)

Joint resolution appropriating \$1,785,000 of Motor Fuel Tax funds for the resurfacing of Grass Lake Road, from Illinois Route 83 to Deep Lake Road, and designated as Section 15-00075-13-RS.

- Grass Lake Road Resurfacing: Appropriation.
- Grass Lake Road is in need of resurfacing from Illinois Route 83 to Deep Lake Road.
- This resurfacing improvement has been identified within the County's pavement management system, and is included in the highway improvement program.
- Before a project letting can be held, an appropriation of \$1,785,000 of Motor Fuel Tax funds is necessary.

**8.9**     [17-0277](#)

Ordinance requesting the conveyance of parcels of land for right-of-way, permanent and temporary easements from the Village of Round Lake and the Lake County Forest Preserve District (LCFPD) to Lake County, effectuating agreements relating to the right-of-way, construction, and maintenance of improvements along Cedar Lake Road, from Illinois Route 120 to Nippersink Road, appropriating \$8,520,000 of ¼% Sale Tax for Transportation funds, and designated as Section 08-00065-02-RS.

- Cedar Lake Road, from Illinois Route 120 to Nippersink Road: Village of Round Lake and LCFPD Agreements and Appropriation.
- Cedar Lake Road, from Illinois Route 120 to Nippersink Road, will be reconstructed and widened, and will include the construction of a multi-use path, watermain and sanitary sewer work, and stream bank stabilization.
- This improvement is included in the highway improvement program.
- The County requires right-of-way, a permanent easement, and temporary easements from the Village of Round Lake and/or the LCFPD in order to provide for the improvement.
- The Village will reimburse the County for its share of the cost of the multi-use path, watermain and sanitary sewer work, and stream bank stabilization, estimated at \$503,235.
- The Village and the LCFPD will maintain portions of the multi-use path, as identified in the agreements.
- This ordinance authorizes the transfer of land and the execution of intergovernmental agreements with the Village of Round Lake and the LCFPD and appropriates \$8,520,000 of ¼% Sale Tax for Transportation funds.

**Attachments:**   [17-0277 Cedar Lake Road LCFPD Agreement Draft.pdf](#)

[17-0277 Cedar Lake Road Village of Round Lake Agreement Draft.pdf](#)

**FINANCIAL & ADMINISTRATIVE**

**8.10**     [17-0232](#)

Resolution approving 2017 Video Gaming revenue grant funding recommendations in the amount of \$545,150.50.

- On August 13, 2013, the Lake County Board adopted the Lake County Video Gaming Ordinance, thereby permitting lawful video gaming within unincorporated areas of Lake County.
- In September 2016, Lake County Board approved the Video Gaming Revenue policy that outlined procedures for: (1) Capturing video gaming administrative, legal, and enforcement costs; and (2) Evaluating and possibly funding social programs, projects (excluding capital improvements), and/or services that benefit Lake County residents.
- Under this policy, Community Development administers and manages the awarded monies from the Video Gaming Management Center consistent with the

already-established process used for Community Development Block Grants and Emergency Solutions Grants. Based on Lake County Board Policy, application scoring includes up to 60 points distributed based on the following priorities: 1. Assessment, education and outreach for gambling addiction (60 pts.); 2. Clinical gambling addiction services (45 pts.); 3. Non-clinical gambling addiction services (30 pts.); and 4. Other behavioral health services (15 pts.).

- In September 2016, Community Development received letters of intent for Video Gaming funds totaling \$2,100,000 for \$545,000 in available funds. Given this level of competition, staff clarified with potential applicants that for agencies not directly serving people suffering from gambling addiction, an increase in behavioral health service capacity was preferred. As a result, twelve programs requested a total of \$1,200,000 in funding.
- On February 15, 2017, the Housing and Community Development Commission (HCDC) voted unanimously to recommend approval of 11 of the 12 applicants. Six of the 11 recommended grant recipients were approved for 100 percent of their grant request.
  - \$150,000 to Nicasa [\$75,000 for gambling education and outreach; \$75,000 for clinical therapeutic services for gambling addicts];
  - \$47,697.50 to Catholic Charities to provide counseling for gambling addicts; and
  - Several grants to increase capacity of Behavioral Health Services: Lake County Health Department [\$120,000]; Erie Family Health Center Tele-Psychiatry [\$30,000]; One Hope United [\$89,953]; A Safe Place [\$35,000]; Community Youth Network [\$35,000]; Family Service [\$25,000]; YouthBuild [\$7,500]; and UCAN [\$5,000].
  - A staff presentation will provide information regarding “outcome reporting” and anticipated “2017 outcomes” from the recommended grant funding.

**Attachments:** [16-0800 Lake County Video Gaming Revenue Policy.pdf](#)

[Video Gaming Grant Recommendation by Program](#)

**8.11** [17-0274](#)

Resolution authorizing emergency appropriations for fiscal year (FY) 2017 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 2016 activities.
- These activities were not included in the FY 2017 budget; to have include them would have hindered the proper scrutiny of the new FY 2017 budget.
- Without this action, these projects and/or items will not have the budget authority required.

**Attachments:** [17-0274 FY17 March 2017 Carryovers](#)

**8.12** [17-0286](#)

Resolution authorizing emergency appropriations in fiscal year (FY) 2017 for the 2015A Capital Projects Fund for interest earned on bond proceeds.

- This resolution authorizes emergency appropriations in the FY 2017 budget for the 2015A Capital Projects Fund for revenue identified during FY 2016 year-end close out activities.
- This revenue was not included in the FY 2017 budget.



- Without this action, the interest earned will not be available for use in the 2015A Capital Projects Fund.

**Attachments:** [17-0286 Emergency Appropriations 2015A Capital Projects Fund Attachn](#)

**8.13** [17-0275](#)

Resolution authorizing the sale of real estate and a ground lease located at 3016 Grand Avenue, Waukegan, Illinois, currently owned by Lake County, to Nicasa in the amount of \$259,200.

- Lake County owns the building known as Bridge House located at 3016 Grand Avenue, Waukegan, Illinois.
- Lake County has a long standing lease with Nicasa, a not-for-profit behavioral health, substance abuse prevention and treatment agency, to utilize this building as a residential drug treatment facility.
- In 2016, Nicasa served 93 individuals, providing 5,431 bed nights, and 79 percent of these services were provided to Lake County residents.
- Under the current lease, Nicasa provides services to individuals referred by Lake County, and more specifically referred by the Lake County judicial system, in lieu of monthly rent payments.
- While the County owns the facility, the current lease specifies that maintenance of the facility is the responsibility of Nicasa.
- It has been determined that it is in the best interest of Lake County and Nicasa to convey this building to Nicasa.
- The sale of the building will be in exchange for service, as reflected in the current lease terms, with a sale price of \$259,200.
- The initial land lease is for 16 years, with two year renewals thereafter.
- The County will retain ownership of the land, and has the ability to reclaim the building should Nicasa fail to operate the property in its current use.

**Attachments:** [17-0275 Bridge House Ground Lease March 8 Committee](#)

[17-0275 Bridge House Sale Document March 8 Committee](#)

**8.14** [17-0294](#)

Resolution authorizing a contract with Telecom Innovations Group, Itasca, Illinois, for staff augmentation services for voice communication network support for Lake County for a one year period, with renewal options, in an estimated amount of \$67,500.

- The Accelerated Retirement Option (ARO) offering was accepted by an Information Technology (IT) employee who currently provides technical engineering, service, and support of enterprise Telecommunications.
- A transition plan is in place to train existing Service Desk personnel in resolving Tier I - level day-to-day issues and requests.
- IT recommends implementing the staff augmentation contract in order to resolve Tiers II and III critical, technical and procedural telephone problems on an as-needed basis.
- Salary savings from existing vacant positions in IT's budgeted Personnel Fund will be utilized to offset the expense of the proposed contract.
- 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.

- IT identified a cooperative purchasing contract with Telecom Innovations Group of Itasca, Illinois, through the National Joint Purchasing Alliance (NJPA) to procure the needed services that was competitively solicited and awarded.

**Attachments:** [17-0294 TIG Resolution Attachment](#)

**8.15** [17-0278](#)

Resolution expressing the intention of the County of Lake, Illinois, to make a loan to Hebron Townhouse Apartments, LP, an Illinois limited partnership, to finance a portion of the costs of acquiring, constructing, rebuilding, improving, and extending a multifamily housing facility located in Zion, Illinois, and approving and authorizing the execution of a memorandum of agreement relating to the project.

- Hebron Townhouse Apartments, located at 2705-2719 Hebron Avenue in Zion, Illinois, consists of 63, three-bedroom, townhome rental units originally constructed in the 1960s. The rental units have been eligible for Section 8 rental assistance for more than 30 years.
- Current ownership intends to sell the development to a new group of owners, who will use the funds to rehabilitate the property and maintain its affordable housing use.
- The issuance of federal tax-exempt Private Activity Bonds will benefit the public health and safety by providing adequate, decent, safe, sanitary, and affordable housing to persons within Lake County, and will also provide employment opportunities in connection with the rehabilitation and maintenance of the property.
- Private Activity Bonds are “pass-through” or “conduit” bonds rather than debt of the County. The County issues these bonds but assumes no financial liability or responsibility for issuance or repayment of the bonds. The borrower services the debt and pays any costs incurred by the County to provide this service.
- The federal Tax Code limits the volume of these bonds which may be issued in each state each year, currently \$100 per capita in Illinois. State law allocates an amount to each home rule community equal to \$100 multiplied by a home rule community’s population.
- In the current year, the volume cap can be used for industrial projects-that is why the Private Activity Bonds are also referred to as Industrial Revenue Bonds. The volume cap can also be used for bonds to finance affordable housing developments and not-for-profit organizations’ capital investments.
- In Lake County, Lake County Partners has taken the role of coordinating the “pooling” of volume cap from the home rule communities as well as additional requests for volume cap from the Office of the Governor.

**Attachments:** [Lake County Hebron Memorandum of Agreement \(Ex. A to Inducement F](#)  
[Lake County Hebron Townhomes Inducement Resolution March 2017](#)

**9. Executive Session**

**9.1** [17-0287](#)

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

9.1A [17-0288](#)

Committee action authorizing reclassification of a position in the Treasurer's Office.

9.1B [17-0290](#)

Committee action authorizing reclassification of a position in the Treasurer's Office.

9.1C [17-0292](#)

Committee action authorizing reclassification of a position in the Treasurer's Office.

10. **County Administrator's Report**

11. **Members Remarks**

12. **Adjournment**

**Next Meeting: March 29, 2017**