

Lake County Illinois

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



Meeting Minutes - Final

Thursday, May 29, 2025

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at:
<https://bit.ly/3Zkousg>

Financial & Administrative Committee

1. Call to Order

Vice Chair Parekh called the meeting to order at 8:30 a.m.

2. Pledge of Allegiance

Member Pedersen led the Pledge of Allegiance.

3. Roll Call of Members

Present 6 - Member Clark, Chair Frank, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent 1 - Member Maine

**Electronic Attendance: Chair Frank and Member Vealitzek*

Other Attendees

In Person:

Sandy Hart, County Board Chair

Carissa Casbon, Board Member

Yvette Albarran, Purchasing

Carl Kirar, Facilities and Construction Services

Stephen Gray, Treasurer's Office

Bob Glueckert, Chief County Assessment Officer

Steve Rice, State's Attorney's Office

Elliot Hull, State's Attorney's Office

Melanie Nelson, State's Attorney's Office

Patrice Sutton, County Administrator's Office

RuthAnne Hall, County Administrator's Office

Matt Meyers, County Administrator's Office

Kevin Quinn, Communications

Theresa Glatzhofer, County Board Office

Electronically:

Demar Harris, Workforce Development

Jon Nelson, Division of Transportation

Mary Crain, Division of Transportation

Nick Principali, Finance

Jim Chamernik, Sheriff's Office

Christine Sher, Stormwater Management

Abby Krakow, Communications

Terri Kath, Enterprise Information Technology

Kathleen Rhey, Enterprise Information Technology

Chris Blanding, Enterprise Information Technology

Krista Kennedy, Finance

Mike Jeschke, Finance

Errol Lagman, Finance
Brea Barnes, Finance
Dejannae Lang, Carter Development Group
Adrian Carter, Carter Development Group
Kevin Kerrigan, Division of Transportation
Tiffany Becker, Facilities and Construction Services
Darcy Adcock, Human Resources
Erika Osinski, Human Resources
Janna Philipp, County Administrator's Office
Keith Caldwell, GIS Team
Kevin Carrier, Division of Transportation
Michael Wheeler, Finance
Elizabeth Brandon, County Administrator's Office
Kasia Kondracki, Treasurer's Office
Alex Carr, Communications
Anthony Vega, County Clerk's Office
Michael Balsamo, Facilities and Construction Services
Ashley Jones, Human Resources
Caitlin Everett, Human Resources
Cynthia Pruim Haran, County Clerk's Office

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment

There were no comments from the public.

6. Chair's Remarks

There were no remarks from the Chair.

7. Unfinished Business

There was no unfinished business to discuss.

8. New Business

CONSENT AGENDA (Items 8.1 - 8.8)

MINUTES

8.1 [25-0719](#)

Committee action approving the Financial and Administrative Committee minutes from May 8, 2025.

Attachments: [F&A 5.8.25 Final Minutes](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, seconded by Member Clark, that these minutes be approved. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Maine

REPORTS

8.2 [25-0736](#)

Finance Monthly Report - April 2025.

Attachments: [Monthly Financial Report April 2025](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, seconded by Member Clark, that this report be approved. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Maine

8.3 [25-0733](#)

Cash & Investment Report from Holly Kim, Treasurer, for the month of April 2025.

Attachments: [Program Publish FSG Report 4-30-25.pdf](#)
[Lake County Investment Portfolio Summary - April 2025.pdf](#)
[FSG April 2024.pdf](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, seconded by Member Clark, that this report be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Maine

DIVERSITY, EQUITY AND INCLUSION

8.4 [25-0772](#)

Joint resolution approving a contract with Carter Development Group, LLC, Tamarac, Florida, for an Employee Engagement Organizational Assessment in the amount of \$108,340 and authorizing a line-item transfer in the County Administrator's Office.

Attachments: [RFP 25158 DEI Assessment FINAL](#)
[Final Score Matrix](#)
[2025-05-07 Contract 25158 CLEAN DRAFT \(003\)](#)
[BAFO_CarterDevGroup_Lake County](#)
[Vendor Disclosure - Carter Development Group 12-15-2025](#)

As part of a single motion for the entire Consent Agenda, a motion was made by

Member Hewitt, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Maine

PUBLIC WORKS & TRANSPORTATION

8.5 [25-0700](#)

Joint resolution authorizing a contract with Precision Pavement Markings, Inc., Pingree Grove, Illinois, in the amount of \$1,355,818.39 for the removal and replacement of pavement markings, and the removal and replacement of pavement markers on various county highways, which will be improved under the Illinois Highway Code for a total of 99.7 centerline miles and appropriating \$1,627,000 of Motor Fuel Tax funds.

Attachments: [25-0700 Bid Tab - 2025 Pavement Markings and Markers Replacement](#)
[25-0700 Bid Justification letter - 2025 Pavement Markings and Markers R](#)
[25-0700 Vendor Disclosure, Precision, Pavement Markings](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Maine

8.6 [25-0701](#)

Joint resolution appropriating \$500,000 of ¼% Sales Tax for Transportation funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with the improvements to the intersection of Kenosha Road at 21st Street.

Attachments: [25-0701 Location Map, Kenosha Road at 21st Street Intersection Improve](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Maine

8.7 [25-0731](#)

Joint resolution authorizing a contract with Campanella & Sons, Inc., Wadsworth,

Illinois, in the amount of \$9,170,788.90 for improvements to the Robert McClory Bike Path, from Russell Road to Broadway Avenue and from Old Elm Road to Vine Avenue, for a total of 12.3 miles and appropriating \$11,005,000 of ¼% Sales Tax for Transportation funds.

Attachments: [25-0731 Bid Tab - Robert McClory Bike Path Paving](#)
 [25-0731 Bid Justification Letter - Robert McClory Bike Path Paving](#)
 [25-0731 Vendor Disclosure, Campanella, Robert McClory](#)
 [25-0731 Location Map, Robert McClory Path](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, seconded by Member Clark, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Maine

8.8 [25-0702](#)

Joint committee action item approving Change Order Number One with Christopher B. Burke Engineering, Ltd., Rosemont, Illinois, consisting of an increase of \$160,033 for additions to the Robert McClory Path Phase II engineering services contract.

Attachments: [25-0702 Robert McClory Path Phase II Change Order Consultant Scope](#)
 [25-0702 Vendor Disclosure, CBBEL, Robert McClory Award](#)
 [25-0702 Location Map, Robert McClory Path](#)

As part of a single motion for the entire Consent Agenda, a motion was made by Member Hewitt, seconded by Member Clark, that this committee action item be approved. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Maine

REGULAR AGENDA

FINANCIAL & ADMINISTRATIVE

Facilities and Construction Services

8.9 [25-0728](#)

Resolution ratifying an emergency procurement with McDonagh Demolition, Chicago, Illinois, to demolish a structure at 18954 Roosevelt Road, Lake Villa, Illinois, in the amount of \$53,800.

Attachments: [Emergency Procurement Memo](#)
[Invoice](#)
[Vendor Disclosure Form](#)

Carl Kirar, Director of Facilities and Construction Services, explained that this item is for ratification of the demolition of a structure in Lake Villa that was deemed uninhabitable and unsafe.

A motion was made by Member Clark, seconded by Member Pedersen, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Maine

8.10 [25-0729](#)

Resolution authorizing execution of a contract with Patriot Maintenance, Inc. of Mundelein, Illinois, in the amount of \$836,000 for the Round Lake Beach and Mundelein Courthouse Parking Lot Improvements.

Attachments: [Bid Document](#)
[Vendor Disclosure](#)
[Bid Tab](#)

Carl Kirar, Director of Facilities and Construction Services, explained that this is a contract for parking lot improvements at the Round Lake Beach and Mundelein Courthouses.

A motion was made by Member Clark, seconded by Member Hewitt, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Maine

8.11 [25-0730](#)

Resolution authorizing a contract with Constellation NewEnergy Gas Division, LLC Louisville, Kentucky for Natural Gas Transportation and Management Services in an annual estimated amount of \$494,500.89.

Attachments: [250509 Lake County Government - Natural Gas - Fixed Price Report \(003\)](#)
[Lake County vendor disclosure statement v6 FINAL \(002\)](#)

Carl Kirar, Director of Facilities and Construction Services, explained that this is a multi-year agreement for natural gas for county buildings. Discussion ensued.

A motion was made by Member Clark, seconded by Member Hewitt, that this resolution be approved and recommended to the County Board agenda. The

motion carried by the following voice vote:

Aye: 6 - Member Clark, Chair Frank, Member Hewitt, Vice Chair Parekh, Member Pedersen and Member Vealitzek

Absent: 1 - Member Maine

8.12 [25-0777](#)

Presentation and discussion of research findings and recommendations on the naming of Lake County facilities and the use of displays in public spaces.

Attachments: [Policy Discussion_Naming and Display_29May25](#)

Patrice Sutton, County Administrator, provided background regarding the Committee Member requests that led to this presentation. Carl Kirar, Director of Facilities and Construction Services, provided a presentation regarding the naming of facilities and the addition of displays within facilities. Discussion ensued. The consensus of the Committee was to bring this item back for further discussion at a future meeting.

Chief County Assessment Office

8.13 [25-0714](#)

Chief County Assessment Office Annual Update.

Attachments: [CCAO Report - 2025 V3](#)

Bob Glueckert, Chief County Assessment Officer, presented an annual update for the Chief County Assessment Office. Discussion ensued.

Member Vealtizek left the meeting at 9:43 a.m.

9. County Administrator's Report

There was no County Administrator's Report.

10. Executive Session

Chair Frank left the meeting at 10:01 a.m.

A motion was made by Member Clark, seconded by Member Pedersen, that the Committee go into Executive Session. The motion carried by the following roll call vote:

Aye: 5 - Member Clark, Chair Frank, Member Hewitt, Vice Chair Parekh and Member Pedersen

Absent: 1 - Member Maine

Not Present: 1 - Member Vealitzek

10.1 [25-0068](#)

Executive Session to discuss pending litigation pursuant to 5 ILCS 120/2 (c)(11).

10.2 [25-0072](#)

Executive Session to review closed session minutes pursuant to 5 ILCS 120/2 (c) (21).

11. Regular Session (for action on Executive Session items)

11.1 [25-0778](#)

Committee action authorizing settlement authority for Case Number 24CV1531.

A motion was made by Member Clark, seconded by Member Hewitt, that this committee action item be approved. The motion carried by the following voice vote:

Aye: 4 - Member Clark, Member Hewitt, Vice Chair Parekh and Member Pedersen

Absent: 1 - Member Maine

Not Present: 2 - Chair Frank and Member Vealitzek

11.2 [25-0603](#)

Committee action approving the Financial and Administrative Committee Executive Session minutes from April 3, 2025.

A motion was made by Member Hewitt, seconded by Member Clark, that these minutes be approved. The motion carried by the following voice vote:

Aye: 4 - Member Clark, Member Hewitt, Vice Chair Parekh and Member Pedersen

Absent: 1 - Member Maine

Not Present: 2 - Chair Frank and Member Vealitzek

12. Member Remarks and Requests

There were no Member remarks or requests.

13. Adjournment

Vice Chair Parekh declared the meeting adjourned at 10:11 a.m.

Next Meeting: June 5, 2025

Meeting minutes prepared by Theresa Glatzhofer.

Minutes were approved on June 26, 2025, by the Financial and Administrative Committee.