

Lake County Illinois

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



Meeting Minutes - Final

Wednesday, July 30, 2025

10:30 AM

**or 10 minutes after the conclusion of the Public Works and
Transportation Committee, whichever is later.**

**Assembly Room, 10th Floor or register for remote attendance at:
<https://bit.ly/3U4KzrM>**

**Planning, Building, Zoning and Environment
Committee**

1. Call to Order

Chair Altenberg called the meeting to order at 10:32 a.m.

2. Pledge of Allegiance

Member Frank led the Pledge of Allegiance.

3. Roll Call of Members

Present 7 - Chair Altenberg, Member Campos, Member Frank, Member Knizhnik, Vice
Chair Pedersen, Member Schlick and Member Wasik

**Electronic Attendance: Member Schlick*

Other Attendees

In Person:

*Sandy Hart, County Board Chair
Ann Maine, Board Member
Angelo Kyle, Board Member
Yvette Albarran, Purchasing
Robin Grooms, County Administrator's Office
Andrea Gualdron, Public
Jeremiah Varco, Facilities and Construction Services
RuthAnne Hall, County Administrator's Office
Theresa Glatzhofer, County Board Office
Gina Tuczak, Finance
Patrice Sutton, County Administrator's Office
Carl Kirar, Facilities and Construction Services
Karl Fuchs, Facilities and Construction Services
Bailey Wyatt, Communications*

Electronically:

*Jessica Vealitzek, Board Member
Taylor Gendel, Planning, Building and Development
Matt Finstein, Purchasing
Christine Sher, Stormwater Management
Jennifer Brennan, Communications
Mick Zawislak, Daily Herald
Alex Carr, Communications
Sarah Middendorf, Facilities and Construction Services
Tiffany Becker, Facilities and Construction Services
Maegan Trygstad, Public
Michael Balsamo, Facilities and Construction Services*

4. Addenda to the Agenda

There were no additions or amendments to the agenda.

5. Public Comment

*Public comment was made by:
Andrea Gualdron*

6. Chair's Remarks

Chair Altenberg noted that the recent inaugural Lake County Attainable Housing Task Force meeting was very well attended.

7. Unfinished Business

There was no unfinished business to discuss.

8. New Business

CONSENT AGENDA (Item 8.1)

MINUTES

8.1 25-0920

Committee action approving the Planning, Building, Zoning and Environment Committee minutes from June 25, 2025.

Attachments: [PBZ&E 6.25.25 Final Minutes](#)

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

Aye: 7 - Chair Altenberg, Member Campos, Member Frank, Member Knizhnik, Vice Chair Pedersen, Member Schlick and Member Wasik

REGULAR AGENDA

ENVIRONMENTAL SUSTAINABILITY

8.2 25-0962

Presentation and discussion on initial draft of an Environmentally Preferred Purchasing Policy.

Attachments: [Environmentally Preferred Purchasing Policy - Final Draft](#)
[Environmentally Preferred Purchasing Policy Committee Presentation](#)

Robin Grooms, Sustainability Programs Manager, and Yvette Albarran, Purchasing Manager, provided a presentation regarding an Environmentally Preferred Purchasing Policy. Discussion ensued.

8.3 25-0968

Facilities and Construction Services Energy Program Update.

Attachments: [PBZE_Energy Program Framework Presentation_30Jul2025](#)

Carl Kirar, Director of Facilities and Construction Services, introduced Karl Fuchs, Energy Program Manager, who provided a presentation regarding Lake County's Energy

Program. Discussion ensued.

9. County Administrator's Report

Patrice Sutton, County Administrator, introduced Gina Tuczak, Chief Financial Officer. County Administrator Sutton also provided an update regarding the Enterprise Resource Planning (ERP) system testing and implementation process.

10. Executive Session

The Committee did not enter into Executive Session.

RuthAnne Hall, Assistant County Administrator, reminded the Committee that the periodic review of Executive Session minutes will occur at the next Committee meeting.

11. Member Remarks and Requests

There were no Member remarks or requests.

12. Adjournment

Chair Altenberg declared the meeting adjourned at 11:58 a.m.

Next Meeting: August 6, 2025

Meeting minutes prepared by Theresa Glatzhofer.