

# Lake County Illinois

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



## Meeting Minutes - Final

Thursday, February 6, 2025

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at:  
<https://bit.ly/40o9XM1>

**Financial & Administrative Committee**

**1. Call to Order**

*Chair Frank called the meeting to order at 8:30 a.m.*

**2. Pledge of Allegiance**

*Chair Frank led the Pledge of Allegiance.*

**3. Roll Call of Members**

**Present** 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair  
Parekh, Member Pedersen and Member Vealitzek

*Other Attendees*

*In Person:*

*Sandy Hart, Board Chair*

*Kevin Considine, Lake County Partners*

*Anthony Vega, County Clerk*

*Bob Gluekert, Chief County Assessment Office*

*Matt Coleman, GIS*

*Carl Kirar, Facilities and Construction Services*

*Jon Joy, Facilities and Construction Services*

*Mike Wheeler, Finance*

*Patrice Sutton, County Administrator's Office*

*Matt Meyers, County Administrator's Office*

*RuthAnne Hall, County Administrator's Office*

*Kevin Quinn, Communications*

*Kristy Cechini, County Board Office*

*Electronically:*

*Gina Roberts, Board Member*

*Holly Kim, Treasurer*

*Austin McFarlane, Public Works*

*Dominic Strezo, Planning, Building, and Development*

*Jo Gravitter, State's Attorney's Office*

*Shane Schneider, Division of Transportation*

*Chris Blanding, Enterprise Information Technology*

*Jim Chamernik, Sheriff's Office*

*Mary Crain, Division of Transportation*

*Yvette Albarran, Purchasing*

*Kathleen Rhey, Enterprise Information Technology*

*Alex Carr, Communications*

*Jon Nelson, Division of Transportation*

*Kevin Carrier, Division of Transportation*

*Kathy Champine, Public*

*Mike Jeschke, Finance*

*Keith Caldwell, GIS*

*Abby Krakow, Communications*

*Stephen Gray, Treasurer's Office*

*Karen Brush, County Clerk's Office  
Jolanda Dinkins, County Board Office  
Tiffany Becker, Facilities and Construction Services  
Terri Kath, Enterprise Information Technology  
Sam Johnson, Health Department  
Kim Hankins, Facilities and Construction Services  
Karen Fox, State's Attorney's Office  
Matt Finstein, Purchasing  
Brea Barnes, Finance  
Nick Principali, Finance  
Steven Spagnolo, State's Attorney's Office  
Darcy Adcock, Human Resources  
Janna Philipp, County Administrator's Office  
Jennifer Brennan, Communications  
JazMine' Evans, Finance  
Preston Carter, Public  
Yazmin Albino, Community Development  
Melanie Nelson, State's Attorney's Office  
Kasia Kondracki, Treasurer's Office  
Dan Thelen, County Clerk's Office  
Sam Rondeau, Enterprise Information Technology  
Michael Balsamo, Facilities and Construction Services  
Vernesha Lawrence, Finance*

**4. Addenda to the Agenda**

*There were no additions or amendments to the agenda.*

**5. Public Comment**

*Public comment was made by:  
Kathy Champine*

**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 (Item 8.1 - 8.11)**

**\*HEALTH & COMMUNITY SERVICES\***

**8.1 25-0140**

Joint resolution approving an Intergovernmental Agreement (IGA) between Lake County and the Jewish Community Centers of Chicago (JCC) for the completion of an Environmental Review Record (ERR).

**Attachments:** [IGA Environmental Review CPF JCC](#)

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

**Aye:** 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**8.2 [25-0202](#)**

Joint resolution approving an Intergovernmental Agreement (IGA) between Lake County and the Hispanic American Community Education Center (HACES) for the completion of an Environmental Review Record (ERR).

**Attachments:** [IGA Environmental Review CPF HACES](#)

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

**Aye:** 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**8.3 [25-0184](#)**

Joint resolution approving an emergency appropriation of \$184,167 for fiscal year 2025 accepting additional funding from the Illinois Department of Healthcare and Family Services Care Coordination and Support program.

**Attachments:** [Emergency Appropriation Template for FY25 January 2025 CCSO \(002\)](#)

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

**Aye:** 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**\*LAW & JUDICIAL\***

**8.4 [25-0169](#)**

Joint resolution approving an emergency appropriation of \$11,100 for fiscal year 2025 accepting funding from the Illinois Department of Human Services (IDHS).

**Attachments:** [Emergency Appropriation Healing Illinois Grant](#)

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

**Aye:** 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

8.5 [25-0188](#)

Joint resolution authorizing the creation of the Lake County Law Enforcement Records Management System Fund (Fund 726) and authorizing an emergency appropriation in the amount of \$350,000 as the annual revenue and expense budget to accommodate the operations of the new special revenue fund.

**Attachments:** [Emergency Appropriation - LC Law Enforcement Records Fund - FINAL](#)

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

**Aye:** 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**\*PUBLIC WORKS & TRANSPORTATION\***

8.6 [25-0164](#)

Joint resolution authorizing an agreement with Christopher B. Burke Engineering, Ltd., Rosemont, Illinois, to provide Phase II professional engineering services for culvert replacements on River Road, Grass Lake Road, and Rollins Road, at a maximum cost of \$801,077 and appropriating \$962,000 of County Bridge Tax funds.

**Attachments:** [25-0164 Culvert Replacements 2026 Phase II Consultant Agreement](#)  
[24-0164 Vendor Disclosure, CBBEL, Culvert Replacements](#)  
[25-0164 Location Map, Culvert Replacements 2026](#)

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

**Aye:** 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

8.7 [25-0165](#)

Joint resolution authorizing an agreement with HDR, Inc., Rosemont, Illinois, to provide professional planning and engineering services to prepare a 2050 Long Range Transportation Plan (LRTP), at a maximum cost of \$2,053,836 and appropriating \$2,465,000 of Motor Fuel Tax funds.

**Attachments:** [25-0165 Long Rang Plan Consultant Agreement](#)  
[24-0165 Vendor Disclosure, HDR, Long Range Plan](#)

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

**Aye:** 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**8.8 [25-0145](#)**

Joint resolution accepting a grant from Community Project Funding through the U.S. Environmental Protection Agency (US EPA) Community Grants Projects to support the Lake County Wildwood Water Main Improvements, including an emergency appropriation of \$959,752 in grant funds.

**Attachments:**    [25-0145 Emergency Appropriation -US EPA Grant -Lake County Wildwooc](#)  
[25-0145 USEPA Grant Award Agreement](#)

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

**Aye:** 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**Item 8.9 was moved from Consent Agenda to Regular Agenda.**

**\*TECHNOLOGY\***

**8.10 [25-0177](#)**

Joint resolution authorizing a contract with CDW-G of Vernon Hills, Illinois, for email protection shield software in the amount of \$67,320.

**Attachments:**    [25-0177 - QUO Redacted](#)  
[25-0177 - VDS Redacted](#)

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

**Aye:** 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**8.11 [25-0183](#)**

Joint resolution authorizing contracts with CDW-G of Vernon Hills, Illinois, to expand the County's backup system for \$144,309.

**Attachments:**    [25-0183- QUO Redacted](#)  
[25-0183- SOW Redacted](#)  
[25-0183- VDS Redacted](#)

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

**Aye:** 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

## **REGULAR AGENDA**

### **\*PUBLIC WORKS & TRANSPORTATION\***

#### **8.9 25-0180**

Joint resolution authorizing execution of a contract with Stuckey Construction Company, Inc. of Waukegan, Illinois, in the amount of \$1,744,500 for the Public Works Administrative Office Addition and Sprinkler Installation project.

**Attachments:**    [25-0180 Bid Documents-PW Administrative Office Addition](#)  
[25-0180 Map - PW Administrative Office Addition](#)  
[25-0180 Vendor Disclosure - PW Administrative Office Addition](#)  
[25-0180 Bid Tab - PW Administrative Office Addition](#)  
[25-0180 Lake CO Public Works Office Addition - ARC Submittal 10232024](#)

*Member Maine, with the consent of the Committee, asked for item 8.9 to be moved to the Regular Agenda.*

*Carl Kirar, Facilities and Construction Services Director, and Austin McFarlane, Public Works Director, provided an update on the budget for the Public Works Administrative Office Addition and Sprinkler installation project. Discussion ensued.*

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

**Aye:** 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

### **Lake County Partners**

#### **8.12 25-0210**

Lake County Partners Update.

**Attachments:**    [F&A Update 2-6-25](#)

*Kevin Considine, Lake County Partners Chief Executive Officer, provided the Lake County Partners update. Discussion ensued.*

### **\*FINANCIAL & ADMINISTRATIVE\***

#### **Chief County Assessor's Office**

#### **8.13 25-0053**

Resolution authorizing a contract with Nearmap US, INC. of Lehi, Utah, for aerial orthoimagery and oblique imagery, in an estimated amount of \$111,300 for the initial one-year term with four one-year renewal options available after the initial term.

**Attachments:**    [ScoreMatrix Summary](#)  
[Vendor Disclosure Nearmap Lake County IL](#)  
[Draft 24394 Agreement Orthoimagery and Oblique Imagery for Lake Coun](#)  
[RFP Orthoimagery and Oblique Imagery for Lake County](#)  
[25-0053 Nearmap Presentation](#)

*Bob Glueckert, Chief County Assessor, and Matt Coleman, Senior GIS Analyst, provided a summary of the contract with Nearmap for aerial orthoimagery and oblique imagery. 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:** 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

#### **County Clerk**

##### **8.14 [25-0156](#)**

Ordinance amending a previous ordinance designating the voting site assigned to eight of the 431 precincts in Lake County Townships.

**Attachments:**    [Exhibit A 040125.Final](#)

*Anthony Vega, County Clerk, provided a summary of the amendments to the ordinance for Early Voting sites. Discussion ensued.*

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

**Aye:** 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

##### **8.15 [25-0159](#)**

Courtesy notice to announce changes to Early Voting site locations for the April 1, 2025 Consolidated Election in Lake County including Early Voting Schedule Draft.

**Attachments:**    [Exhibit A 040125 - EV.Final](#)  
[EV CE Schedule - Draft](#)

*Anthony Vega, County Clerk, provided a summary of the changes to the Early Voting sites.*

#### **Finance**

##### **8.16 [25-0170](#)**

Resolution authorizing emergency appropriations for Fiscal Year (FY) 2025 in various funds for certain projects, items, and activities budgeted in the prior year and not completed.



**Attachments:**    [February Carryovers - FY25 FINAL 2.3.25](#)

*Patrice Sutton, County Administrator, provided a summary of the carryovers and introduced Mike Wheeler, Budget Manager.*

**A motion was made by Vice Chair Parekh, seconded by Member Vealitzek, that this resolution be approved and recommended to the County Board agenda. The motion carried by the following voice vote:**

**Aye:** 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

**8.17 [25-0083](#)**

Director's Report - Finance.

**Attachments:**    [Line Item Transfers - CFO Approved 1.9.2025](#)

*Patrice Sutton, County Administrator, and Mike Wheeler, Budget Manager, provided a summary of the approval of line item transfers. Discussion ensued.*

**Facilities and Construction Services**

**8.18 [25-0178](#)**

Facilities and Construction Services Annual Update.

**Attachments:**    [25-0178 2025 FCS Overview Presentation 06FEB25](#)

*Carl Kirar, Facilities and Construction Services Director, presented the Facilities and Construction Services annual update. Discussion ensued.*

**8.19 [25-0179](#)**

Director's Report - Facilities and Construction Services.

**Attachments:**    [25-0179 F&A Directors Report ROC Update 06FEB25](#)

*Carl Kirar, Facilities and Construction Services Director, introduced Jon Joy, Construction Project Manager, who provided an overview of the Regional Operations and Communications (ROC) Facility construction project.*

**9. County Administrator's Report**

*There was no County Administrator's Report.*

**10. Executive Session**

*The Committee did not enter into Executive Session.*

**11. Member Remarks and Requests**

*There were no Member remarks or requests.*

**12. Adjournment**

*Chair Frank declared the meeting adjourned at 10:29 a.m.*

**Next Meeting: February 27, 2025**

*Meeting minutes prepared by Kristy Cechini*