

# Lake County Illinois

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



## **Meeting Minutes - Final**

**Thursday, February 5, 2026**

**8:30 AM**

**Assembly Room, 10th Floor or register for remote attendance at:  
<https://bit.ly/4qVjd5E>**

**Financial & Administrative Committee**

**1. Call to Order**

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

**2. Pledge of Allegiance**

*Vice Chair Parekh 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, County Board Chair*

*Anthony Vega, County Clerk*

*Kevin Considine, Lake County Partners*

*Chris Hoff, Health Department*

*Yvette Albarran, Purchasing*

*Darcy Adcock, Human Resources*

*Chris Blanding, Enterprise Information Technology*

*Michael Wheeler, Finance*

*Carl Kirar, Facilities and Construction Services*

*Steve Rice, State's Attorney's Office*

*Gina Tuczak, Finance*

*Melanie Nelson, State's Attorney's Office*

*Matt Meyers, County Administrator's Office*

*Lacey Simpson, County Administrator's Office*

*Patrice Sutton, County Administrator's Office*

*Kevin Quinn, Communications*

*Theresa Glatzhofer, County Board Office*

*Electronically:*

*Marah Altenberg, Board Member*

*Carissa Casbon, Board Member*

*Jolanda Dinkins, County Board Office*

*Austin McFarlane, Public Works*

*Shane Schneider, Division of Transportation*

*RuthAnne Hall, County Administrator's Office*

*Erik Karlson, Enterprise Information Technology*

*Jennifer Serino, Workforce Development*

*Dominic Strezio, Planning, Building and Development*

*Karl Fuchs, Facilities and Construction Services*

*Maureen Zyglar, Public*

*Mary Crain, Division of Transportation*

*Jim Chamernik, Sheriff's Office*

*Jon Nelson, Division of Transportation*

*Claudia Gilhooley, 19th Judicial Circuit Court*

*Janna Philipp, County Administrator's Office*  
*Demar Harris, Workforce Development*  
*Heidie Hernandez, Enterprise Information Technology*  
*Karen Brush, County Clerk's Office*  
*Emily Karry, Public Works*  
*Ashley Watson, County Administrator's Office*  
*Abby Krakow, Communications*  
*Errol Lagman, Finance*  
*Adam Krueger, Finance*  
*Mike Jeschke, Finance*  
*Nicole Rogers, Finance*  
*Eric Waggoner, Planning, Building and Development*  
*Mick Zawislak, Daily Herald*  
*Jerial Jordan-Woods, Finance*  
*Ruby Bahena, Finance*  
*John Muellner, Public*  
*Bernard Malkov, Sheriff's Office*  
*Caitlin Everett, Human Resources*  
*Kasey Morgan, 19th Judicial Circuit Court*  
*ShaTin Gibbs, Finance*  
*Nick Principali, Finance*  
*Erika Osinski, Human Resources*  
*Brian Udany, Human Resources*

**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**

*Chair Frank noted that there will be Executive Session today for the reason of pending litigation.*

**7. Unfinished Business**

*There was no unfinished business to discuss.*

**8. New Business**

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

**\*REPORTS\***

**8.1 26-0105**

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

**Attachments:** [FSG Dec - 25.pdf](#)  
[Lake County Investment Portfolio Summary - December 2025.pdf](#)  
[FSG Dec 2024.pdf](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Vice Chair Parekh, seconded by Member Hewitt, that this report 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 [26-0041](#)**

Finance Monthly Report - November 2025.

**Attachments:** [Monthly Financial Report November 2025](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Vice Chair Parekh, seconded by Member Hewitt, that this report be approved. 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

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

**8.3 [25-1601](#)**

Joint resolution approving an emergency appropriation in the amount of \$10,768.14 for the completion of Environmental Review Records (ERRs).

**Attachments:** [Emergency Appropriation 2026-01 ERRs 25-1601.pdf](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Vice Chair Parekh, 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

**8.4 [25-1599](#)**

Joint resolution accepting the Emergency Solutions Grant (ESG) from Illinois Department of Human Services and authorizing an emergency appropriation in the amount of \$4,069 for grant administration and management of the Homeless Management Information System (HMIS).

**Attachments:** [Emergency Appropriation 2025-12 IL ESG 25-1599.pdf](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Vice Chair Parekh, 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

8.5 [25-1602](#)

Joint resolution approving an emergency appropriation of \$2,000,000 for Fiscal Year 2026 and accepting funding from the Illinois Department of Commerce and Economic Opportunity (DCEO) Healthy Houses Program.

**Attachments:** [20-303003 GA - Fully Executed HCS Agenda.v2 \(002\).pdf](#)

[Emergency Appropriation 2026-01 DCEO Healthy Houses 25-1602.pdf](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Vice Chair Parekh, 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

8.6 [26-0089](#)

Joint resolution approving the second amendment to the HOME American Rescue Plan Program (HOME-ARP) Allocation Plan.

**Attachments:** [HOME-ARP-Allocation-Plan-Amendment-2](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Vice Chair Parekh, 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

8.7 [26-0088](#)

Joint resolution approving the third amendment to the Program Year 2025 (PY25) United States Department of Housing & Urban Development (HUD) Annual Action Plan (AAP).

**Attachments:** [PY25 AAP 3rd AMENDMENT](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Vice Chair Parekh, 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

8.8 [26-0112](#)

Joint resolution accepting the Illinois Department of Commerce and Economic Opportunity (DCEO) Workforce Innovation and Opportunity Act (WIOA) Career Planner Training Academy Grant and authorizing an emergency appropriation in

the amount of \$119,123.05 for the Lake County Workforce Development Department.

**Attachments:** [Career Planner Training Academy Support Grant](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Vice Chair Parekh, 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

**8.9 [26-0189](#)**

Joint resolution approving an emergency appropriation of \$12,550 for grant fiscal year 2026 accepting additional funding from the Public Health Institute of Metropolitan Chicago Pop Affirming Care and Routine HIV Screening Development Grant.

**Attachments:** [Nov-25 Emergency Appropriation](#)  
[Feb-26 Emergency Appropriation](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Vice Chair Parekh, 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

**8.10 [26-0190](#)**

Joint resolution approving an emergency appropriation of \$40,266 for grant fiscal year 2026 accepting additional funding from the Lake County Children’s Advocacy Center Victims of Crime Act grant.

**Attachments:** [Nov-25 Emergency Appropriation](#)  
[Feb-26 Emergency Appropriation](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Vice Chair Parekh, 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

**8.11 [26-0154](#)**

Joint resolution approving an emergency appropriation of \$75,988 for Fiscal Year 2026 accepting additional funding from the Chicago Department of Public Health Ryan White Part A Grant.

**Attachments:** [Emergency Appropriation Template for FY26 January 2026 CDPH RW A](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Vice Chair Parekh, 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

**8.12 [26-0159](#)**

Joint resolution approving an emergency appropriation of \$147,152 for Fiscal Year 2025 accepting additional funding from the AIDS Foundation of Chicago Ryan White Part A Grant.

**Attachments:** [Emergency Appropriation Template for FY25 January 2026 AFC RW A](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Vice Chair Parekh, 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

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

**8.13 [26-0092](#)**

Joint resolution authorizing a contract with Buckeye Power Sales Co., Inc., of Romeoville, Illinois, in the amount of \$94,965 for Generator Replacement and installation Services for the Lake County Public Works Remington LRSD Lift Station.

**Attachments:** [26-0092 Remington LRSD Lift Station Quote#27273813](#)  
[26-0092 Vendor disclosure statement](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Vice Chair Parekh, 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

**8.14 [26-0102](#)**

Joint resolution authorizing a contract with USIC Locating Services, LLC, Indianapolis, Indiana, in the amount of \$165,204, for the Joint Utility Locating Information for Excavators, Inc. (JULIE) ticket screening and locating of Lake County Division of Transportation storm sewers for excavator dig requests along various county highways and appropriating \$218,800 of ¼% Sales Tax for Transportation funds.

**Attachments:** [26-0102 Bid Tab](#)  
[26-0102 Vendor Disclosure](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Vice Chair Parekh, 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

**8.15 [26-0103](#)**

Joint resolution authorizing an agreement with Stanley Consultants, Inc., Chicago, Illinois, for Phase I professional engineering services for intersection improvements at Rollins Road and Wilson Road at a maximum cost of \$1,773,869 and appropriating \$2,130,000 of ¼% Sales Tax for Transportation funds.

**Attachments:** [26-0103 Agreement](#)  
[26-0103 Vendor Disclosure](#)  
[26-0103 Location Map](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Vice Chair Parekh, 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

**\*TECHNOLOGY\***

**8.16 [26-0119](#)**

Joint resolution authorizing a contract with CDW-G of Vernon Hills, Illinois, in the total amount of \$81,379.50 for the Microsoft 365 Cloud Backup project.

**Attachments:** [26-0119 QUO.pdf](#)  
[26-0119 VDS.pdf](#)

**As part of a single motion for the entire Consent Agenda, a motion was made by Vice Chair Parekh, 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

**REGULAR AGENDA**

**\*FINANCIAL & ADMINISTRATIVE\***

**Lake County Partners**

**8.17 [26-0117](#)**

Lake County Partners Update.

**Attachments:** [LCP Update 02-05-26](#)

*Kevin Considine, President & CEO, Lake County Partners, provided an economic development update for Lake County. Discussion ensued.*

**County Clerk**

8.18 [26-0172](#)

Lake County Clerk Report.

*Anthony Vega, County Clerk, provided an update regarding recent United States Postal Service changes that will impact the delivery and return of vote-by-mail ballots. Discussion ensued.*

**Finance**

8.19 [26-0115](#)

Resolution authorizing emergency appropriations for Fiscal Year (FY) 2026 in various funds for certain projects, items, and activities budgeted in the prior year and not completed.

**Attachments:** [Feb-26 Carryovers Combined - FINAL](#)

*Michael Wheeler, Budget Manager, Finance, explained that this item is to authorize emergency appropriations for Fiscal Year 2026 in various funds for projects, items, and activities budgeted in the prior year and not completed. 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

8.20 [26-0116](#)

Resolution authorizing line-item transfers between various funds for the purpose of transferring previously approved funds in Fiscal Year (FY) 2025.

**Attachments:** [GOE LITs 1.30.26](#)

*Gina Tuczak, Chief Financial Officer, explained that this item is to authorize line-item transfers between various funds for the purpose of transferring previously approved funds in Fiscal Year 2025. Discussion ensued.*

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

8.21 [26-0187](#)

Resolution authorizing an emergency appropriation of a Community Project

Funding grant agreement with the US Department of Housing and Urban Development in the amount of \$4,000,000 for the North Chicago Environmental Remediation at Sheridan Crossing.

**Attachments:** [HUD Sheridan Crossing Emerg Approp 1.29.26](#)

*Gina Tuczak, Chief Financial Officer, explained that this item is to authorize an emergency appropriation for a Community Project Funding grant agreement with the US Department of Housing and Urban Development for the North Chicago Environmental Remediation at Sheridan Crossing. Discussion ensued.*

**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

**8.22** [26-0118](#)

Director's Report - Finance.

**Attachments:** [Finance Director's Report LITs at 1-30-26](#)

*Gina Tuczak, Chief Financial Officer, provided an update regarding line item transfers approved under her authority.*

**Human Resources**

**8.23** [26-0184](#)

Committee action authorizing the reclassification of position 34043 from Senior Planner (Grade 8, Salary) to Assistant Planning and Zoning Manager (Grade 14, Salary) with an associated increase to base pay to the 25th percentile.

*Darcy Adcock, Human Resources Director, explained that this item is to reclassify position 34043 from Senior Planner to Assistant Planning and Zoning Manager, with an associated pay increase.*

**A motion was made by Member Clark, seconded by Member Maine, that this committee action item be approved. 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

**8.24** [26-0186](#)

Committee action authorizing the reclassification of position 46014 from Info Compliance Specialist (Grade 4, Hourly) to Info Systems & Compliance Lead (Grade 8, Hourly) with an associated increase to base pay of five percent.

*Darcy Adcock, Human Resources Director, explained that this item is to reclassify position 46014 from Info Compliance Specialist to Info Systems and Compliance Lead with an associated pay increase.*

**A motion was made by Member Hewitt, seconded by Vice Chair Parekh, that this committee action item be approved. 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 Administration

#### 8.25 [26-0188](#)

Resolution approving the sale of two County-owned properties located at 29278 Route 83 (PIN 10-14-300-010) and 21010 W IL Route 60 (PIN 10-15-400-003), Mundelein, Illinois, for \$135,000, consisting of approximately 5.6 acres, formerly used as the old Animal Care and Control facility for the Lake County Health Department, and declaring the parcel as excess property.

*Matt Meyers, Deputy County Administrator, explained that this item is to approve the sale of two County-owned properties in Mundelein, formerly the Animal Care and Control Facility for the Lake County Health Department. Discussion ensued.*

**A motion was made by Member Maine, 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:** 7 - Member Clark, Chair Frank, Member Hewitt, Member Maine, Vice Chair Parekh, Member Pedersen and Member Vealitzek

#### 8.26 [26-0203](#)

Enterprise Resource Planning (ERP) System Implementation Update.

*Patrice Sutton, County Administrator, and Chris Blanding, Chief Information Officer, provided updates regarding the Enterprise Resource Planning (ERP) System Implementation. County Administrator Sutton noted that a change order within the County's American Rescue Plan Act (ARPA) fund is needed to continue the ERP system implementation project. Discussion ensued.*

#### 8.27 [26-0204](#)

Update regarding status of federal funding in County departments.

*Patrice Sutton, County Administrator, provided updates regarding the status of federal funding for various departments and requested direction from the Committee. Discussion ensued.*

*Chris Hoff, Executive Director, Health Department, provided examples of the uncertainty of federal funding in the Health Department. Discussion ensued.*

*The consensus of the Committee was for staff to continue to work on a procedure to help fund projects for departments whose federal funding is uncertain.*

### 9. County Administrator's Report

*There was no County Administrator's Report.*

### 10. Executive Session

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

**vote:**

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

**Not Present:** 1 - Member Hewitt

*The Committee entered into Executive Session at 9:45 a.m.*

**10.1 [26-0013](#)**

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

*The Committee returned to Regular Session at 10:16 a.m.*

**11. Member Remarks and Requests**

*There were no Member remarks or requests.*

**12. Adjournment**

*Chair Frank declared the meeting adjourned at 10:17 a.m.*

**Next Meeting: February 26, 2026**

*Meeting minutes prepared by Theresa Glatzhofer.*

*Minutes were approved on March 5, 2026, by the Financial and Administrative Committee.*