

**MINUTES OF THE REGULAR MEETING
OF THE GURNEE VILLAGE BOARD**

**GURNEE VILLAGE HALL
NOVEMBER 28, 2022**

Call to Order

Mayor Hood called the meeting to order at 7:00 p.m.

Other Officials in Attendance

Patrick Muetz, Village Administrator; Bryan Winter, Village Attorney; Brian Gosnell, Finance Director; Ellen Dean, Economic Development Director; John Kavanagh, Fire Chief; David Douglass, Battalion Chief; Jesse Gonzalez, Deputy Police Chief; Jeremy Gaughan, Police Commander.

Roll Call

PRESENT: 6- O'Brien, Balmes, Thorstenson, Woodside, Ross, Garner

ABSENT: 0-

Pledge of Allegiance

Mayor Hood led the Pledge of Allegiance.

**A. APPROVAL OF
CONSENT AGENDA**

It was moved by Trustee Balmes, seconded by Trustee Garner to approve the Consent Agenda as presented.

Roll call,

AYE: 6- O'Brien, Balmes, Thorstenson, Woodside, Ross, Garner

NAY: 0- None

ABSENT: 0- None

Motion Carried.

**B. CONSENT
AGENDA /
OMNIBUS VOTE**

The Village Administrator read the consent agenda for an omnibus vote as follows:

1. Approval of minutes from the November 14, 2022 meeting.
2. Approval of contract extension with TKG Sweeping and Service, Inc. for 2023 - 2025 street sweeping services at an annual estimated cost of \$75,000.00.
3. Approval of Payroll for period ending November 18, 2022 in the amount of \$949,917.69.
4. Approval of Bills for the period ending November 28, 2022 in the amount of \$1,275,292.23.

It was moved by Trustee O'Brien, seconded by Trustee Garner to approve the Consent Agenda for an omnibus vote as read.

Roll call,

AYE: 6- O'Brien, Balmes, Thorstenson, Woodside, Ross, Garner

NAY: 0- None

ABSENT: 0- None

Motion Carried.

**C. PETITIONS AND
COMMUNICATIONS**

1. Approval of a Proclamation designating December 2022 as National Impaired Driving Prevention Month in the Village of Gurnee.

Mayor Hood summarized the Proclamation for the record.

It was moved by Trustee Ross, seconded by Trustee Thorstenson to approve of a Proclamation designating December 2022 as National Impaired Driving Prevention Month in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried.

2. Administrator Muetz said that there were no business items for the December 5th, 2022 Village Board meeting agenda and asked the Trustees if they would like to cancel the meeting.

It was moved by Trustee Balmes, seconded by Trustee Garner to cancel the December 5, 2022 Village Board meeting.

Roll call,

AYE: 6- O'Brien, Balmes, Thorstenson, Woodside, Ross, Garner

NAY: 0- None

ABSENT: 0- None

Motion Carried.

D. REPORTS

None.

E. OLD BUSINESS

None.

F. NEW BUSINESS

1. Approval of Ord. 2022 – 65 amending Chapter 22 Article 6 of the Gurnee Municipal Code to regulate and license hotels.

Administrator Muetz stated at the November 14th Village Board meeting Attorney Winter reviewed proposed amendments to the Municipal Code related to hotel regulations and licensing. He stated with a large number of visitors to the community, its imperative hotels are managed and operated in an upstanding fashion. The proposed amendment provides staff some tools to use when that is not the case. The amendment creates a Hotel License that sets baseline requirements related to building and facility safety measures, registration regulations, occupancy regulations and the duties of hotel authority personnel. The amendment also defines a Nuisance Hotel and the thresholds that must be met to make such a determination. The ordinance has been reviewed by Administration and Police Department staff, both of which support it. Administrator Muetz stated the proposed changes have also been shared with a few of the larger hotels in the Village.

Attorney Winter summarized New Business Item #2 by stating Chapter 74 is being amended related to hotel tax remittance. He stated hotels collect this tax on behalf of the Village. Staff is proposing to amend the section to increase the penalty from 1% to 5% if taxes are not remitted. The other area the amendment addresses is instances where hotels do not remit the tax or the tax return. The amendment allows staff to make an estimate based on past returns. This is consistent with how the State of Illinois handles these situations. Attorney Winter stated requiring a license and having the ability to estimate taxes when they are not submitted he believes will become standard practice for communities with multiple hotels.

It was moved by Trustee Thorstenson, seconded by Trustee Garner to approve of Ord. 2022 – 65 amending Chapter 22 Article 6 of the Gurnee Municipal Code to regulate and license hotels.

Roll call,

AYE: 6- O'Brien, Balmes, Thorstenson, Woodside, Ross, Garner

NAY: 0- None

ABSENT: 0- None

Motion Carried.

2. Approval of Ord. 2022 – 66 amending Chapter 74 Article 6 of the Gurnee Municipal Code related to the Village's Hotel or Motel Occupancy Tax.

No discussion.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of Ord. 2022 – 66 amending Chapter 74 Article 6 of the Gurnee

Municipal Code related to the Village's Hotel or Motel Occupancy Tax.

Roll call,

AYE: 6- O'Brien, Balmes, Thorstenson, Woodside, Ross, Garner

NAY: 0- None

ABSENT: 0- None

Motion Carried.

G. PUBLIC COMMENT

None.

Closing Comments

None.

Adjournment

It was moved by Trustee Balmes, seconded by Trustee O'Brien to adjourn the meeting.

Voice Vote: ALL AYE: Motion Carried.

Mayor Hood adjourned the meeting at 7:11 p.m.

**Andrew Harris,
Village Clerk**
