

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

**GURNEE VILLAGE HALL
MAY 20, 2024**

Call to Order

Mayor Hood called the meeting to order at 6:59 p.m.

Other Officials in Attendance

Patrick Muetz, Village Administrator; Austin Pollack, Assistant to the Village Administrator; Bryan Winter, Village Attorney; David Ziegler, Community Development Director.

Roll Call

PRESENT: 5- Garner, O'Brien, Balmes, Thorstenson, Ross

ABSENT: 1- Woodside

Pledge of Allegiance

Mayor Hood led the Pledge of Allegiance.

A. APPROVAL OF CONSENT AGENDA

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

Roll call,

AYE: 5- Garner, O'Brien, Balmes, Thorstenson, Ross

NAY: 0- None

ABSENT: 1- Woodside

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 May 6, 2024 meeting.
2. Approval of Res. 2024 – 03 establishing certain property of the Village of Gurnee to be surplus (Police Department Units #110 and #153 and Public Works Department high bay lights and excavator buckets/attachments).
3. Approval of Public Works Department request to renew CityWorks Asset Management and Work Order Tracking Software contract for a period of one year at a cost of \$35,717.76.
4. Approval of Payroll for period ending May 3, 2024 in the amount of \$1,044,118.07.
5. Approval of Bills for the period ending May 20, 2024 in the amount of \$2,171,346.51.

It was moved by Trustee Thorstenson, seconded by Trustee Ross to approve the Consent Agenda for an omnibus vote as read.

Roll call,

AYE: 5- Garner, O'Brien, Balmes, Thorstenson, Ross

NAY: 0- None

ABSENT: 1- Woodside

Motion Carried.

C. PETITIONS AND COMMUNICATIONS

1. Presentation by Gurnee Grade School District 56 - Viking Middle School: Project Citizen 2024.

The following students presented at the event: Drake Campanella, Raven Stephens, Matthias Owiny, Grace Brogan, Justin Cook, Alondra Rodriguez, Kassie Phelps, Everett Leavenworth, Francina Escobedo, Lily Fong, Chloe Hernandez, Adriel Gonzalez, Elisha Egar, Jazzy Amezquita, Reider Speer, Giovanni Castrejon, Brock Brogan, Adamaris Lopez, and Isabella Flores.

The 6th graders shared the results of surveys conducted with the Viking six white team. They pointed out that Gurnee lacks entertainment options and unique restaurants, causing residents to spend their weekends and money in other towns. They proposed to bring Activate, TopGolf and In-N-Out Burger to the Triangle Redevelopment Site in

Gurnee. They believe these businesses align with the criteria of the 2023-2026 Village of Gurnee Strategic Plan for Fiscal Sustainability and Lifestyle Vitality and will have a positive impact on the village and surrounding communities.

The students expressed a priority for bringing Activate to Gurnee, with an interest in exploring potential interest from TopGolf and In-N-Out Burger. They also requested regular updates from the Director of Economic Development, Ellen Dean, regarding the progress of their business proposal.

Mayor Hood congratulated the students for their presentation. He assured them that their voices are important and heard by the Mayor, the Village Board and Economic Development Director Dean. Mayor Hood also mentioned that the Village is continuing to work on the Triangle Site.

The Mayor explained that Gurnee receives more than 23 million visitors each year between Gurnee Mills and Six Flags, and competes with other villages to attract businesses. He thanked Trustee O'Brien for his involvement and invited him to speak to the group.

Trustee O'Brien thanked the parents and the students, expressing his pride and congratulating them for their excellent work.

2. Recognition of Christopher Velkover and Tracy Velkover for their contribution to the Village and their retirement on May 31.

Mayor Hood announced that Christopher Velkover, Information Systems Director, is retiring after 35 years of service to the Village, and Tracy Velkover, Village Planning Manager, is retiring after 32 years of service to Gurnee. Both have played crucial roles in shaping the community and Village operations, he said.

Mayor Hood stated that Chris started working for the Village full-time in August 1989 after serving as an intern for a few years. Former Village Administrator, Jim Hayner, emphasized Chris's impact on Village operations and the level of service to Gurnee residents. He added that Chris has worked over the past 35 years to integrate technology into all aspects of Village operations, benefiting residents and employees while prioritizing cost-effectiveness. His institutional knowledge, attention to detail, dedication, and work ethic will be missed.

Mayor Hood pointed out that Tracy Velkover was hired in August 1992 around the completion of Gurnee Mills construction and at the onset of the residential development boom on the west side of Gurnee. Tracy has been involved in the development of various subdivisions, including Auto Nation, Keylime Cove (now Great Wolf Lodge), Centerpoint Business Park, Stonebrook Commons, and Gurnee Town Center. He recognized that her passion for nature and attention to detail has led to the creation of many attractive green spaces along Gurnee's main roads. She has been the primary staff for the Planning and Zoning Board and has been involved in the creation of several major development ordinances in Gurnee. Mayor Hood also mentioned that her passion, insight, and historical knowledge of the Village will be missed.

D. REPORTS

None.

E. OLD BUSINESS

None.

F. NEW BUSINESS

1. Approval of Ord. 2024 - 45 imposing a temporary moratorium on the construction of accessory structures that exceed more than 600 square feet within residentially zoned districts.

Administrator Muetz said the Zoning Ordinance does not limit the maximum size of an accessory structure on a lot; however, it requires that the cumulative footprint of all detached accessory structures not exceed the footprint of the principal structure. In addition, accessory structures are subject to setback, separation, building coverage, and impervious surface requirements. Yet, none of these regulations specifically restrict the construction of a large two-story detached garage, slightly smaller than the principal building. Staff wishes to address the matter and requests the Village Board to adopt a six-month moratorium

on the zoning and building permit requests for accessory structures greater than 600 square feet within residential zoning districts. The 600-square-foot threshold is proposed as the Building Code technically treats structures this size the same as a house and they are therefore subject to more restrictive foundation/footing regulations. The moratorium, if granted, will allow staff time to survey other municipalities, evaluate past practices, and propose appropriate zoning regulations.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Ord. 2024 - 45 imposing a temporary moratorium on the construction of accessory structures that exceed more than 600 square feet within residentially zoned districts.

Roll call,

AYE: 5- Garner, O'Brien, Balmes, Thorstenson, Ross

NAY: 0- None

ABSENT: 1- Woodside

Motion Carried.

2. Approval of Public Works Department recommendation to waive the formal bidding process and award the replacement of two HVAC roof top units, one heating unit and infra-red heat piping to MK Industries, Inc. at a cost of \$82,449.00.

Administrator Muetz said the FY 24/25 Approved Budget includes funding for the replacement of the final two HVAC roof top units and the final unit heat at Public Works. The Department has eight total roof top units (RTU) and one air handler. In the past three years, six roof top units and the air handler have been replaced. Public Works also has ten-unit heaters, with nine units have been replaced over the past six years. The final two roof top units and the final unit heater to be replaced are original to the facility (i.e.: over 20 years old). In addition to these units, staff is proposing to replace the flue vent piping for the infrared heating system on the truck floors that has rusted from condensation over time. Over the past few years, the Public Works Department has been working with MK Industries after other HVAC contactors failed to be responsive to service needs. Since that time, MK has consistently been the low bidder on projects and has been very responsive. Public Works has been very satisfied with the work to date. Based on the Department's experience to date, summer temperatures approaching and MK consistently being the low bidder, Public Works is requesting to waive the formal bidding requirements and award the work to MK at a cost of \$82,449.00.

It was moved by Trustee O'Brien, seconded by Trustee Ross to approve of Public Works Department recommendation to waive the formal bidding process and award the replacement of two HVAC roof top units, one heating unit and infra-red heat piping to MK Industries, Inc. at a cost of \$82,449.00.

Roll call,

AYE: 5- Garner, O'Brien, Balmes, Thorstenson, Ross

NAY: 0- None

ABSENT: 1- Woodside

Motion Carried.

G. PUBLIC COMMENT

**Karen Wilhelm
1215 Fuller Rd
Gurnee, IL**

Mrs. Wilhelm raised concerns about Fuller Road, which is experiencing speeding issues between Stearns School Road and Grand Avenue. She also mentioned the numerous potholes on the road due to its deteriorating condition.

Mayor Hood assured her that the Board noted her concerns and would communicate with the pertinent department.

Mrs. Wilhelm also expressed her disappointment regarding the increase in property taxes over the past eight years. She questioned the contributions of major corporations such as Gurnee Mills, Great Wolf, and Great America in alleviating property taxes, considering the large number of visitors they attract.

Mayor Hood clarified that the Village of Gurnee does not receive revenue

from property taxes. He encouraged Mrs. Wilhelm to review her tax bill, pointing out that no portion of the taxes goes to the Village. He explained that the school system accounts for 75% of her property taxes and emphasized the efforts made to address property tax issues through a newly formed task force. Mayor Hood mentioned that the major corporations are contributing to the Village and highlighted the need to explore alternative funding sources for schools to alleviate the burden of property taxes on residents.

Closing Comments None.

Adjournment It was moved by Trustee Balmes, seconded by Trustee Garner to adjourn the meeting.

Voice Vote: ALL AYE: Motion Carried.

Mayor Hood adjourned the meeting at 7:49 p.m.

**Selene Beltran,
Deputy Village Clerk**