

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE GURNEE VILLAGE BOARD	
GURNEE VILLAGE HALL OCTOBER 28, 2024	
Call to Order	Mayor Hood called the meeting to order at 7:00 p.m.
Other Officials in Attendance	Patrick Muetz, Village Administrator; Austin Pollack, Assistant to the Village Administrator; David Ziegler, Community Development Director; Heather Galan, Public Works Director; Brian Gosnell, Finance Director; Christine Palmieri, Director of Human Resources; Ellen Dean, Economic Development Director; Nick Leach, Village Engineer; Ryan Nelson, Assistant IT Director; John Kavanagh, Fire Chief; David Douglass, Deputy Fire Chief; Brian Smith, Police Chief; Jeremy Gaughan, Deputy Police Chief.
Roll Call	PRESENT: 5- Woodside, Ross, O’Brien, Balmes, Thorstenson ABSENT: 1- Garner
Pledge of Allegiance	Mayor Hood led the Pledge of Allegiance.
<u>A. DISCUSSION ITEMS</u>	<p>1. Presentation: 2023 – 2026 Strategic Plan: Progress Report #3.</p> <p>Administrator Muetz stated that tonight staff would review the 2023-2026 Strategic Plan Progress Report #3. He stated the Report was provided to the Board this afternoon. It will also be posted online and shared on social media. Using a PowerPoint presentation staff then reviewed each of the 24 Strategic Plan Initiatives, giving the Board information on progress to date and next steps.</p> <p>The 24 Strategic Initiatives reviewed included:</p> <p>Fiscal Sustainability</p> <ul style="list-style-type: none">1.1 Develop fiscal growth and redevelopment strategy1.2 Develop and implement a new Business Attraction Plan1.3 Formalize a business retention program1.4 Create a new strategy for operational effectiveness and efficiencies <p>Well-Maintained Infrastructure</p> <ul style="list-style-type: none">2.1 Develop annual Capital Plan for pavement improvements2.2 Develop Village Utility Reliability Plan2.3 Update Pedestrian Improvement Plan2.4 Perform a comprehensive standards and mandate assessment <p>Effective Communication</p> <ul style="list-style-type: none">3.1 Conduct resident satisfaction survey.3.2 Create interdepartmental communications team structure3.3 Develop data-driven communications program3.4 Develop constituent service program <p>A Stable, well-trained workforce</p> <ul style="list-style-type: none">4.1 Update and implement compensation and non-compensation plan4.2 Increase training opportunities for operational effectiveness4.3 Implement professional development pathways for management positions4.4 Update recruiting and retention efforts with a focus on diversity to meet the needs of next generation workforce <p>A Safe Community</p> <ul style="list-style-type: none">5.1 Create a Public Safety Recruitment and Retention Plan5.2 Develop a public safety community engagement program5.3 Create stakeholder relationship strategy5.4 Update Comprehensive Major Incident Training Plan <p>Lifestyle Vitality</p> <ul style="list-style-type: none">6.1 Develop Village/small business partnership program6.2 Establish and support events in partnership with community and neighborhood organizations

6.3 Develop relationship with regional multi-cultural agencies
6.4 Create opportunities for community engagement around strategic priorities

2. Presentation: Small Business Capital Investment Grant Program Update.

Matt Trujillo, Community Engagement Coordinator, reviewed the Small Business Capital Investment Grant Program. He reviewed a PowerPoint presentation that included:

- Small Business Capital Grant Breakdown
 - Businesses Awarded: 50
 - Business Type
 - Restaurants: 18
 - Retail: 14
 - Building Owners: 8
 - Entertainment: 3
 - Hotel: 2
 - Industrial: 5
 - Total Impact Grants paid out: \$500,432.38
 - Total Impact Grants awarded: \$581,339.81
 - Total Transformational Grants paid out: \$50,000
 - Total Transformational Grants awarded: \$200,000
 - Approximate project investment back to the Community: \$4,172,000
- FY 2022 Impact Grant Projects - Total: \$132,902.84
- FY 2023 Impact Grant Projects - Total: \$148,132.31
- FY 2024 Impact Grant Projects - Total: \$161,957.23
- FY 2025 Impact Grant Projects To Date - Total \$138,347.43
- Transformational Grant - Total Awarded \$200,000
- Current Efforts
 - Targeted mailings sent to the property owners in the East Grand Corridor, shopping centers and independent restaurants.
 - Continue outreach to new qualifying businesses in the area.
 - Continue to work with current applicants to secure funding.
 - Consistently Highlighting SBCG grant award recipients when possible.

Questions:

Mayor Hood asked Coordinator Trujillo to explain the process for applying for funds and to identify the members of the group responsible for selecting transformational grants.

Trujillo stated that the opportunity for transformational grants was shared with business contacts and posted on social media. The selection committee then convened to discuss the potential impact of the applications on the community. The members of the selection committee are Jim Sula (Chair of the Planning & Zoning Board), Nick Phillips (Chamber Board Member/Advia Credit Union) and Trustee Thorstenson.

Trustee Thorstenson stated that she will follow up with staff concerning a question about the Triangle property and what actions have been taken so far.

Administrator Muetz stated that the impact grant program is approaching a total of \$150,000. The staff will evaluate new applications submitted for the remainder of the fiscal year to determine if the budget permits additional grant funding. If a significant number of new applications are received, staff may request more funds from the Board or hold applications until the next fiscal year.

Mayor Hood and the Trustees complimented staff on Strategic Plan progress to date.

Adjournment

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

Voice Vote: ALL AYE: Motion Carried.

Mayor Hood adjourned the meeting at 8:34 p.m.

**Andy Harris,
Village Clerk**