

MINUTES OF THE PUBLIC HEARING

Public Hearing on the Fiscal Year 2026/2027 Proposed Budget.

GURNEE VILLAGE HALL APRIL 6, 2026

Call to Order

Mayor Hood called the public hearing to order at 6:15 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; Jake Litz, Assistant Communications 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, Information Systems Director; John Kavanagh, Fire Chief; David Douglass, Deputy Fire Chief; Jeremy Gaughan, Police Chief; Jason Kalinowski, Deputy Police Chief; Matt Trujilo, Community Engagement Coordinator.

Roll Call

PRESENT: 5- Balmes, Thorstenson, Woodside, Ross, Garner

ABSENT: 1- O'Brien

Trustee O'Brien Arrived at 6:17pm

Finance Director Gosnell presented a PowerPoint presentation on the proposed FY 2026/2027 Annual Budget.

Gosnell reviewed the budget process and noted it includes three public presentations that provide an opportunity for public feedback.

- November - December 2025
 - Multi-Year Financial Forecast (Internal)
 - Departmental Personnel Review
 - Departmental Capital Review
- January-February 2026
 - Multi-Year Capital Plan Presentation - January 5, 2026
 - Departmental Operating Budget Review
 - Village Board One on Ones
- March-April 2026
 - Budget Workshop #1- March 2, 2026
 - April 6, 2026 – Public Hearing
 - Noticed March 9, 2026 Daily Herald
 - Approval – April 6, 2026

Finance Director reviewed changes to the Proposed Budget since the Budget Workshop, noting they are largely timing-related to capital projects including:

- General Fund - \$0
 - Gurnee Days +\$20k
 - Youth Leadership +\$5k
 - Bank Fees -\$25k
- Capital Improvement Fund + \$490k
 - Village Hall Reno +\$250k
 - Sidewalk Improvement +\$170k
 - 21 & Gages Lake Rd.
 - Engineering Consultant +\$70k
 - Year-End -\$70k

He next reviewed the Mayor's Budget Message in the budget document, noting the following:

- No Property Tax
- Healthy Reserves
- Low Debt Burden - \$2.2M outstanding at 4/30/2027
- Low Cost of Water CLCJAWA
- Senior Discounts
- GFOA Award Since FY 2006/2007

- Continued Overfunding Pensions
- Contingency Layers
- Advisory Committees
 - Veterans
 - Environmental
 - Gurnee Cares
 - Arts

Finance Director reviewed the *What's New* section of the budget document:

- Administration
 - Finance Assistant Position
 - Expanded Keeping Posted
 - New Website
 - Service Request, Finance & Permitting Software
 - 250th Community Celebration
 - Village Hall Refresh
 - Strategic Plan Update
 - Home Rule Sales Tax/Grocery Tax
 - New Businesses:
 - SkyZone & IKEA to name a few
 - Bittersweet Irrigation System Replacement
- Community Development
 - ICC Certifications
 - Capital Plan/Engineering
- Police Department
 - Real Time Information Center
 - Additional K9 (Explosives)
 - Drone as a First Responder Expansion
 - Lake County SIG Task Force
 - Multi-Jurisdictional SWAT
 - Pepper Ball Less-Lethal Deployment
- Fire Department
 - Fire Investigation Certifications
 - MABAS County-Wide Investigation Team
 - Advanced Cardiac Monitors
 - Starcom Expansion
- Public Works
 - Mechanic Intern
 - Water Meter Replacements
 - ADA Transition Plan
 - Arc Flash Assessment
 - Fuel Island

He then reviewed the changes to personnel levels in each department:

- Budgeted FTE's 239.25
- Unbudgeted FTE's 15.00
- Total Authorized FTE's 254.25
 - Administration +1.0
 - Community Development +1.0
 - Police Department -23.75
 - Public Works +0.35 FTE's
- 69.8% Public Safety
- 15.7% Public Works
- 7.7% Administration
- 6.8% Community Dev

Finance Director Gosnell then transitioned into financial figures and reviewed the Executive Overview section of the budget document, presenting a chart that showed revenue and expense information and projected ending fund balance:

- Total Revenues \$110.32M
- Total Expenses \$115.76M
- Net Use of Fund Balance \$5.44M
 - Capital Improve Fund -\$7.63M

- Golf Course Fund -\$2.42M
- W&S Fund -\$3.55M
- Fleet Services -\$500K
- General Fund \$55.60M
- Closed Funds
 - 911 Fund
 - Impact Fee Fund
 - NLCC-ETSB

Projected Ending Fund Balances at 4/30/2027:

- General Fund \$32.91M or 71.60%
 - \$31.06 or 67.57% w/Sub Funds
- MFT Fund \$1.10M
- PD Restricted \$366K
- Capital Imp Fund \$1.15M
- Golf Course Fund \$101K
- W&S Fund \$3.65M 31.97% of Revenues
- Fleet Services \$404K

Finance Director Gosnell next reviewed Revenue across all funds:

All Sources Summary:

- FY 2027 Budget vs. FY 2026 Budget: \$110.32M, +\$8.91M or 8.79%
 - 50.40% General Fund
 - 16.51% Pension Funds
 - 10.36% W&S Operating & Capital Fund
 - 9.20% Internal Service Funds
 - Health Insurance & Fleet Services
 - 8.66% Capital Fund
 - 4.34% Special Revenue Funds
 - MFT Fund, PD Restricted Revenue Fund, Economic Development Fund
 - 0.53% Golf Course

Revenues by Source:

- 30 – Major Revenues 45.08%
- 34 – Charges for Service 19.12%
- 36 – Investment & Contributions 18.66%
- 53 – Fund Transfers In 10.98%
- 31 – Taxes 2.18%
- 33 – Intergovernmental 1.86%
- 32 – Licenses & Permits 1.17%
- 35 – Fines & Forfeitures 0.71%
- 39 – Other Sources 0.23%

He then reviewed Expenditures across all funds, noting the following:

Expenditures by Fund

- FY 2027 Budget vs. FY 2026 Budget:
- \$115.76M, +\$12.28M or 11.87%
 - 48.03% General Fund
 - 14.84% Capital Fund
 - 12.94% W&S Operating & Capital Fund
 - 9.20% Internal Service Funds
 - Health Insurance & Fleet Services
 - 8.30% Pension Funds
 - 4.10% Special Revenue Funds
 - MFT Fund, PD Restricted Revenue Fund, Economic Development Fund
 - 2.59% Golf Course
 -

Expenditures by Type

- 41 – Salaries & Wages 34.53%
- 47 – Capital 15.31%
- 44 – Contractual Services 14.34%
- 42 – Employee Benefits 14.06%
- 54 – Fund Transfers Out 10.46%
- 49 – Other Financing Uses 3.98%
- 43 – Prof & Tech Services 2.85%
- 46 – Supplies 2.17%
- 45 – Other Cont. Services 1.83%

- 48 – Debt Service 0.49%

Finance Director Gosnell reviewed the proposed change to the Water & Sewer rates of 2.7%, noting the following:

- CLCJAWA Rate Adjustment +5%
- Overall Rate Adjustment +2.7%
- HMR Sales Tax for Capital
- Comparison To CLCJAWA Customers
 - Gurnee has the lowest cost of water among CLCJAWA communities and will remain the lowest with the 2.7% increase.

He then reviewed the police and fire pension funds, noting the funded ratio and Village contribution history:

307 – Police Pension Fund

- \$5.83M total, +\$625k or 12.01%
 - Funding Sources – Investment Income, Employee Contributions, Employer Contributions
 - Funded Ratio 78.7%
 - ARC \$2.66M
 - Contribution \$2.93M
 - Overfunded by \$266K

308 – Fire Pension Fund

- \$3.78M total, +\$555K or 17.19%
 - Funding Sources – Investment Income, Employee Contributions, Employer Contributions
 - Funded Ratio 80.2%
 - ARC \$2.43M
 - Contribution \$2.45M
 - Overfunded by \$24K

Finance Director Gosnell reviewed capital spending included in the proposed budget noting the following spending by system:

- Total \$28.15M, +\$8.22M or 41.3%
 - Transportation System \$11.16M
 - Buildings & Improvements \$6.36M
 - Water & Sewer \$5.42M
 - Vehicles & Equipment \$3.89M
 - Technology \$919K
 - Stormwater Management \$400K

He reviewed outstanding debt noting the only outstanding debt the Village has is an IEPA Loan with a balance of \$2.7M and a rate of 1.84%. Gosnell noted the Village is paying the debt down at a pace to have the loan paid off early in 2031, ten years ahead of schedule.

Outstanding Debt

- IEPA Loan – Knowles Road Tower
- Origination: 5/29/2020
- Original Loan: \$5,143,453.19
- Fixed Rate: 1.84%
- Term: 20-years
 - Additional Principal to Date: \$1,250,000
 - Current Payoff Date: 5/29/2030

Finance Director Gosnell concluded the presentation by reviewing the items for consideration on the regular Village Board agenda noting the following:

- Approval of the FY 2026/2027 Budget
- Approval of the General Fund Capital Contribution
 - \$4.0M Capital Improvement Fund
 - \$1.5M Golf Course Fund
 - \$1.0M Water & Sewer Capital Fund
- Approval of the Annual Fee Resolution
 - Water & Sewer Rate Adjustment

Questions:

Trustee Thorstenson asked about the projected increase in the

LAKECOMM share budget line and could the Village anticipate that going up every year.

Finance Director Gosnell noted it is governed by a separate board and the rates are set by them, however the mix of customers could also have an impact on the rate.

Trustee Thorstenson asked about the CLCJAWA increase and noted that their portion of the rate is increasing 5%.

Finance Director Gosnell noted that while the overall rate is proposed to increase 2.7% the actual additional funding to the Village is less because CLCJAWA is increasing by 5% and they are about a third of the overall rate.

Trustee Balmes, motioned, seconded by Trustee O'Brien, to recommend the approval of Fiscal Year 2026/2027 Proposed Budget.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

PUBLIC COMMENT

None.

Adjournment

It was moved by Trustee Balmes seconded by Trustee Garner to adjourn the Public Hearing.

Voice Vote: ALL AYE: Motion Carried.

Mayor Hood adjourned the Public Hearing at 6:35 p.m.

**Andrew Harris,
Village Clerk**

MINUTES OF THE PUBLIC HEARING #2

Public Hearing to consider contributing \$45,000 toward new restrooms and electrical expenses and \$30,000 toward rental assistance over a period of three years to allow redevelopment and renovation of 5330 Grand Avenue, Suite A. Gurnee (Dandelion Art Gallery and Studios NFP, Inc.).

**GURNEE VILLAGE HALL
APRIL 6, 2026**

Call to Order

Mayor Hood called the public hearing to order at 6:36 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; Jake Litz, Assistant Communications 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, Information Systems Director; John Kavanagh, Fire Chief; David Douglass, Deputy Fire Chief; Jeremy Gaughan, Police Chief; Jason Kalinowski, Deputy Police Chief; Matt Trujilo, Community Engagement Coordinator.

Roll Call

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

ABSENT: 0- None

Economic Development Director Dean stated Dandelion Art Gallery and Studios is a 501(c)(3) not for profit corporation located in downtown Waukegan where they have been an anchor of the downtown arts district and an active participant in the community, working with the City, schools, and local organizations. Dandelion's commitment to their community factors heavily into this recommendation.

Director Dean stated staff has been working with Dandelion since Fall 2024 to find space that will be a complement to their current location. Their search for sites included all parts of Gurnee but ultimately Dandelion settled on Northern Lights Shopping Center due to its location near the tollway and in the center of the retail/tourism core.

The large tenant space that Dandelion will be subdividing has been vacant for 10 years and is too deep for most retailers. The total anticipated construction budget – including structural modifications, new restrooms, and electrical infrastructure - is just over \$100,000. Staff is proposing that the Village assist with a fee waiver and a direct contribution of \$45,000 to be paid on a reimbursement basis after the business is open. Occupancy costs – rent and common area maintenance - on the new space are estimated at \$85,000 annually. Staff is proposing a direct contribution of \$10,000 annually for three years. The combined three-year total of these two contributions is \$75,000.

Director Dean introduced Dandelion's President and Co-Founder, Deanna Cruz, to share more detail about the organization.

Ms. Cruz shared her involvement in Dandelion and all the services it has provided to the community beyond traditional art services. She stated the new space will provide an immersive experience that will enrich the community. Ms. Cruz stated Dandelion's presence in Waukegan has contributed to increased visits to surrounding businesses, which has resulted in additional revenue generation for those entities. She stated they are involved in the community and plan to do the same in Gurnee.

**Resident
1380 Pauly Dr
Gurnee, IL**

The resident stated she lives in Gurnee Meadows and is concerned with music from the gym located in the center. She does not want it to impact Dandelion.

**Sean Killackey
Dandelion Artist
Mundelein, IL**

Mr. Killackey stated he is an artist at the gallery. He spoke in support of the proposal and the benefits it will bring to the community.

Trustee O'Brien asked if this would make the remaining 25,000 sq ft. more marketable. Director Dean stated she believes it will.

Trustee O'Brien asked if Dandelion intends to remain in Gurnee after the road construction in Waukegan is completed. Ms. Cruz stated they hope to stay in Gurnee long-term, noting this space will serve a different purpose than the Waukegan studio. She stated she also hopes the Gurnee location will draw visitors from a larger area.

Trustee Thorstenson asked if the Gurnee Arts Commission would work out of the space. Director Dean and Ms. Cruz confirmed that it would be Dandelion's intent to support this effort but there is no dedicated space for the group.

Trustee Thorstenson asked about charges for classes. Ms. Cruz stated the finances between Gurnee and Waukegan will be separate. Gurnee will generate its own revenue based on rentals and other offerings.

Trustee Balmes asked how often the exhibitions will be changed. Ms. Cruz discussed how Waukegan and Gurnee differ and stated every two to three months in the primary showroom in Gurnee.

Trustee Balmes asked how events are funded. Ms. Cruz discussed a variety of different fees charged. She also stated fundraising events, field trips and award ceremonies would occur in Gurnee.

Trustee Balmes asked how much space is dedicated to performances compared to exhibits. Ms. Cruz said she does not have the exact percentages as the space is undergoing construction.

Trustee Garner stated he has visited the Waukegan location and was impressed. He stated he is excited to see Dandelion located in Gurnee.

Trustee Garner, motioned, seconded by Trustee O'Brien, to recommend the approval of contributing \$45,000 toward new restrooms and electrical expenses and \$30,000 toward rental assistance over a period of three years to allow redevelopment and renovation of 5330 Grand Avenue, Suite A. Gurnee (Dandelion Art Gallery and Studios NFP, Inc.).

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

Adjournment

It was moved by Trustee O'Brien, seconded by Trustee Ross to adjourn the Public Hearing.

Voice Vote: ALL AYE: Motion Carried.

Mayor Hood adjourned the Public Hearing at 6:59 p.m.

**Andrew Harris,
Village Clerk**

MINUTES OF THE PUBLIC HEARING #3

Public Hearing to consider rebating a percentage of combined sales, home rule sales and food & beverage tax up to a maximum of \$100,000 over five years and contributing up to \$50,000 toward kitchen buildout and capital expenses to allow redevelopment and renovation of 3430 Grand Avenue, Gurnee (BIGGBY Coffee).

GURNEE VILLAGE HALL APRIL 6, 2026

Call to Order

Mayor Hood called the public hearing to order at 7:00 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; Jake Litz, Assistant Communications 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, Information Systems Director; John Kavanagh, Fire Chief; David Douglass, Deputy Fire Chief; Jeremy Gaughan, Police Chief; Jason Kalinowski, Deputy Police Chief; Matt Trujilo, Community Engagement Coordinator.

Roll Call

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

ABSENT: 0- None

Economic Director Dean stated BIGGBY Coffee is a rapidly growing American coffeehouse, still headquartered in Michigan, with most of its locations currently concentrated in Michigan, Ohio, and Indiana. The closest locations to Gurnee are Carpentersville, McHenry, and Des Plaines. Director Dean described BIGGBY as a community-centered café offering dozens of varieties of specialty lattes, smoothies, energy drinks, coffees, and teas, complemented by a light food menu of bagel-based sandwiches and bakery items, and retail sales of coffee and themed merchandise.

Economic Director Dean stated Gurnee residents Sal and Dana Zakariya are interested in starting a business that reflects what they're passionate about – a coffee shop that appeals to all ages that will become part of their community. She stated Gurnee is fortunate to welcome the first location in Lake County.

In their search for sites, an early conversation with the Village put the focus on East Grand Avenue where a greater variety of food and beverage offerings is needed and a coffee shop is welcomed and supported by the residents. Director Dean stated the endcap space at 3430 Grand Avenue, formerly occupied by Jimmy Johns', is equipped with a drive-through, however further buildout of a kitchen is required to produce the food items that BIGGBY offers and to accommodate a full dining room remodel to match its brand standards.

In order to support the Zakariya's choice of this location, staff is proposing that the Village offers a 3-pronged incentive that includes wavier of Village fees, a direct contribution for construction of \$50,000, and a rebate of sales tax and food & beverage tax up to a combined maximum of \$100,000 or five years, whichever comes first. In exchange, their operating commitment is five years commensurate with the initial lease term. The timeline in the proposed redevelopment agreement allows for a June 1 start of construction and a September 1 completion if needed, but the Zakarias have indicated that their goal is to be open by July. Demolition in the space is already underway.

Director Dean introduced Sal and Dana Zakariya to share their plans for the new BIGGBY café.

Mr. Zakariya thanked the Village Board for the opportunity to located BIGGBY in Gurnee. He stated they moved to the community in 2017, have enjoyed the community and want to continue to be part of it. Mr. Zakariya and his wife have always dreamed of opening a coffee shop.

He stated they have visited many BIGGBY locations and love everything about it including their community involvement. He noted a lack of coffee shops on the eastside of the Village and therefore decided to locate there. He concluded by thanking the Village Board.

Mayor Hood asked if anyone from the public would like to make a statement regarding the proposed incentive agreement.

Becky Kotsinis
907 Belle Plaine Ave
Gurnee, IL

Ms. Kotsinis stated she supports the request and thanked the Village for continuing to support the eastside and arts in the community.

Debbie Hoselton
1601 Belle Plaine Ave
Gurnee, IL

Ms. Hoselton stated she supports the request.

Trustee Thorstenson, motioned, seconded by Trustee Ross to recommend the approval of rebating a percentage of combined sales, home rule sales and food & beverage tax up to a maximum of \$100,000 over five years and contributing up to \$50,000 toward kitchen buildout and capital expenses to allow redevelopment and renovation of 3430 Grand Avenue, Gurnee (BIGGBY Coffee).

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

Adjournment

It was moved by Trustee Balmes, seconded by Trustee Garner to adjourn the Public Hearing.

Voice Vote: ALL AYE: Motion Carried.

Mayor Hood adjourned the Public Hearing at 7:08 p.m.

Andrew Harris,
Village Clerk

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

**GURNEE VILLAGE HALL
APRIL 6, 2026**

Call to Order

Mayor Hood called the meeting to order at 7:09 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; Jake Litz, Assistant 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, Information Systems Director; John Kavanagh, Fire Chief; David Douglass, Deputy Fire Chief; Jeremy Gaughan, Police Chief; Jason Kalinowski, Deputy Police Chief, Matt Trujilo, Community Engagement Coordinator.

Roll Call

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

ABSENT: 0-

Pledge of Allegiance

Mayor Hood led the Pledge of Allegiance.

A. PUBLIC COMMENT

None.

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

C. CONSENT AGENDA / OMNIBUS VOTE

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

1. Approval of minutes from the March 16, 2026, meeting.
2. Approval of Ord. 2026 – 12 reallocating 2026 volume cap to the Village of Buffalo Grove, Illinois.
3. Approval of Ord. 2026 - 13 authorizing execution of a Professional Service Agreement with Soil and Material Consultants, Inc. for Engineering Services for material testing for the Village's 2026 Resurfacing, Fuller Road Reconstruction and Estes Water Main Replacement project.
4. Approval of Public Works Department request to waive the formal bidding process and purchase 57 pints of TreeAge R10 insecticide from Grand Arbor Group at a cost of \$26,265.60 (Emerald Ash Borer treatment supplies).
5. Approval of contract extension with TKG Sweeping and Service, Inc. for 2026 - 2028 street sweeping services at total contract cost of \$231,657.00.
6. Approval of Administration Department recommendation of a one-year contract extension with Skyward Building Services for Village Hall, Public Works and Police Department janitorial services at a total cost of \$69,768.00.
7. Approval of granting a Class 9 Liquor License and waiving the fee for the Exchange Club of Gurnee for the following events/dates:
 - a) Bonfires & Brews – May 2, 2026
 - b) Sounds of Summer Concerts – June 11 & 25, July 9 & 23, August 13, 2026

- c) America's 250th Celebration – July 2, 2026
- d) Gurnee Days – August 7-9, 2026

8. Approval of Payroll for the period ending March 20, 2026 in the amount of \$1,014,915.07.

9. Approval of Bills for the period ending April 6, 2026 in the amount of \$1,472,952.53.

It was moved by Trustee Garner, seconded by Trustee Ross 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.

D. PETITIONS AND COMMUNICATIONS

None.

E. REPORTS

None.

F. OLD BUSINESS

None.

G. NEW BUSINESS

1. Approval of Ord. 2026 – 14 approving the annual budget of the Village of Gurnee, County of Lake, State of Illinois, for the Fiscal Year beginning May 1, 2026 and ending April 30, 2027.

Administrator Muetz said this was the topic of the 6:15pm Public Hearing. He summarized the budget, highlighting the General Fund being balanced, a strong focus on public safety, debt and water rates low, strong reserves, no property tax and the largest capital program in the Village's history.

It was moved by Trustee Ross, seconded by Trustee Garner to approve of Ord. 2026 – 14 approving the annual budget of the Village of Gurnee, County of Lake, State of Illinois, for the Fiscal Year beginning May 1, 2026 and ending April 30, 2027.

Roll call,

AYE: 6- O'Brien, Balmes, Thorstenson, Woodside, Ross, Garner
NAY: 0- None
ABSENT: 0- None
Motion Carried.

2. Approval of Ord. 2026 – 15 amending Chapter 32, Article II, Section 38 of the Gurnee Municipal Code pertaining to the Comprehensive Fee Schedule.

Administrator Muetz said this was discussed during the Budget Public Hearing. Annually, staff update the Comprehensive Fee Schedule with any changes in fees. Chapter 32 of the Gurnee Municipal Code contains the Comprehensive Fee Schedule. Changes this year relate to the Village's water and sewer rates/service charges. More specifically:

Section 32-38 - Utility Fees

a. Water & Sewer (Usage) Rates

- i. Increase rates for water by 2.7% from \$6.00 to \$6.16 per 1,000 gallons
- ii. Adjust the discounted rate of \$1.98 to \$2.09 (CLCJAWA Rate for FY 26/27) per 1,000 gallons for qualifying customers under the Senior Discount Program
- iii. Increased rates for sewer by 2.7% from \$1.88 to \$1.93 per 1,000 gallons
- iv. Increased water and sewer service charges (flat fee) by 2.7% for various meter sizes

Administrator Muetz stated the average household using 10,000 gallons over a bi-monthly period with the rate change will result in a bi-monthly increase of \$2.57 (\$1.95 Water/\$0.62 Sewer) or an annual increase of \$15.42.

It was moved by Trustee Thorstenson, seconded by Trustee Garner to approve of Ord. 2026 – 15 amending Chapter 32, Article II, Section 38 of the Gurnee Municipal Code pertaining to the Comprehensive Fee Schedule.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

3. Approval of Ord. 2026 – 16 authorizing the transfer for funds from the General Fund to the Capital Improvement Fund, Water and Sewer Capital Improvement Fund and Golf Course Fund.

Administrator Muetz said this was discussed during the Budget Public Hearing. Staff is proposing transferring \$6.5 million of FY24/25 surplus to support FY26/27 projects. More specifically:

- Capital Improvement Fund (131) - \$4,000,000 for the purpose of future non-water & sewer capital projects.
- Golf Course Fund (211) - \$1,500,000 for the purpose of offsetting a portion of the cost of the pending irrigation system replacement project anticipated in the fall of 2026.
- Water & Sewer Capital Improvement Fund (223) - \$1,000,000 for the purpose of designing future watermain replacement projects.

Administrator Muetz stated following the transfer, the projected fund balance at the end of FY 25/26 exceeds policy requirements.

It was moved by Trustee Balmes, seconded by Trustee O'Brien to approve of Ord. 2026 – 16 authorizing the transfer for funds from the General Fund to the Capital Improvement Fund, Water and Sewer Capital Improvement Fund and Golf Course Fund.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

4. Approval of Ord. 2026 – 17 approving a Redevelopment Agreement between the Village of Gurnee and Dandelion Art Gallery and Studios NFP, Inc. for property located at 5330 Grand Avenue, Gurnee, Illinois.

Administrator Muetz said this was the topic of the 6:30pm Public Hearing. He summarized the agreement stating it will allow Dandelion Art Gallery to occupy 5,000 sq. ft. of the former Computer Service Institute at 5330 Grand Avenue, which has been vacant for many years. He stated to assist with the proposal, the incentive agreement includes building fee waiver, direct contribution of \$45,000 to assist with restroom and electrical work and \$30,000 of rental assistance over three years. Administrator Muetz stated this opportunity aligns with feedback received from the community as it relates to more arts in the community.

Trustee Balmes said she is excited about the idea of bringing something like this to Gurnee but is uncomfortable about the expense.

Trustee Woodside said this is a departure from the typical assistance the Village provides and it is difficult to measure the return on investment, however, he stated this is a smart investment that will add value to the Village and he hopes will last more than 3 years.

It was moved by Trustee Thorstenson, seconded by Trustee Ross to approve of Ord. 2026 – 17 approving a Redevelopment Agreement between the Village of Gurnee and Dandelion Art Gallery and Studios NFP, Inc. for property located at 5330 Grand Avenue, Gurnee, Illinois.

Roll call,

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

NAY: 1- Balmes

ABSENT: 0- None

Motion Carried.

5. Approval of Ord. 2026 – 18 approving a Redevelopment Agreement between the Village of Gurnee and Beyond Espresso, LLC for property located at 3430 Grand Avenue, Gurnee, Illinois.

Administrator Muetz said this was the topic of the 6:40pm Public Hearing. He summarized the agreement stating it would allow BIGGBY Coffee to occupy long vacant space at 3430 Grand Avenue. He stated BIGGBY Coffee is a national franchise founded in 1995 in East Lansing, Michigan; it now has over 450 locations in 13 states but is relatively new to Illinois with fewer than a dozen locations to date. Gurnee residents Sal and Dana Zakariya procured franchise rights for Lake County and their preference was to locate their first BIGGY's store in Gurnee. The incentive agreement includes building fee and first year business license fee waiver, direct contribution of \$50,000 to assist with construction and sharing a portion of sales tax and food and beverage tax revenue up to \$100,000 or a period of five years, whichever comes first. He concluded by stating residents in the area have requested a coffee shop and this will fill a long vacant space.

It was moved by Trustee O'Brien, seconded by Trustee Ross to approve of Ord. 2026 – 18 approving a Redevelopment Agreement between the Village of Gurnee and Beyond Espresso, LLC for property located at 3430 Grand Avenue, Gurnee, Illinois.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

6. Approval of Ord. 2026 – 19 approving an Intergovernmental Agreement by and between the Village of Gurnee and the Warren-Waukegan Fire Protection District of Lake County, Illinois.

Administrator Muetz stated the Village of Gurnee Fire Department provides fire protection and ambulance services to the Warren Waukegan Fire Protection District. This relationship goes back to the 1930s. The current contract for service is set to expire on April 30, 2026. He stated over the past few months Village staff and WWFPD Board members have worked to review the current agreement in anticipation of the upcoming renewal. Both sides have been very happy with the terms of the agreement and are recommending one very minor change to the contract. Administrator Muetz stated the recommended change is the Village will now be retaining all ambulance billing collection for transports that occur in the boundaries of the fire district. Village staff made this requested change to the agreement to reduce excessive staff time in preparing run reports divided into six different cost centers. He stated net revenue to the Village remains the same and this modification will greatly reduce staff time, payment errors and a potential point of friction between the two parties. The District approved the contract at its March 18th Board meeting.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of Ord. 2026 – 19 approving an Intergovernmental Agreement by and between the Village of Gurnee and the Warren-Waukegan Fire Protection District of Lake County, Illinois.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

7. Approval of Ord. 2026 – 20 amending Chapter 18 Article VIII of the Gurnee Municipal Code adopting the 2024 Edition of the International Property Maintenance Code with modifications.

Administrator Muetz said in December 2025 the Village Board adopted multiple ICC Codes and stated additional recommendations would take place at a future date. Staff is recommending adoption of the 2024 Edition of the International Property Maintenance Code (IPMC), with Gurnee-specific amendments. He stated the proposed adoption replaces the current version of the Gurnee Property Maintenance Code contained

in Chapter 18, Article VIII of the Gurnee Municipal Code. The current Property Maintenance Code is based on the 2003 IPMC and is copied directly from the ICC code. Administrator Muetz stated the adoption will align the IPMC with the Village's other ICC adopted codes by reference. The proposed modifications are consistent with current Village polices and include items such as weeds, insect screens and heat supply minimums from October to April.

It was moved by Trustee Garner, seconded by Trustee O'Brien to approve of Ord. 2026 – 20 amending Chapter 18 Article VIII of the Gurnee Municipal Code adopting the 2024 Edition of the International Property Maintenance Code with modifications.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

8. Approval of Ord. 2026 – 21 authorizing the execution of a Professional Services Agreement with IMEG for Engineering Services for the 2026 MFT Road Resurfacing Project.

Administrator Muetz said the proposed FY 26/27 Capital Improvement Plan includes 5.5 miles of roadway resurfacing and 1.5 miles of water main replacement. Staff is requesting outside contractual assistance to aid with construction oversight services as the Engineering Division continues to face manpower issues. Staff is recommending IMEG to oversee the road resurfacing program. He stated staff has used IMEG multiple times in the past for assistance such as this and have always been pleased. IMEG provided a not to exceed cost of \$250,000. The Village will only be billed for actual hours used.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of Ord. 2026 – 21 authorizing the execution of a Professional Services Agreement with IMEG for Engineering Services for the 2026 MFT Road Resurfacing Project.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

9. Approval of Ord. 2026 – 22 authorizing the execution of a Professional Services Agreement with Kimley Horn for Engineering Services for the Estes Region Water main Replacement Project.

Administrator Muetz said staff is recommending Kimley Horn to oversee the Estes Region water main replacement program. Staff has used Kimley Horn multiple times in the past for assistance and have always been pleased. Kimley Horn provided a not to exceed cost of \$175,000. The Village will only be billed for actual hours used.

It was moved by Trustee Ross, seconded by Trustee Thorstenson to approve of Ord. 2026 – 22 authorizing the execution of a Professional Services Agreement with Kimley Horn for Engineering Services for the Estes Region Water main Replacement Project.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

10. Approval of Ord. 2026 – 23 authorizing the execution of a renewal agreement with Paladin Drones, Inc. to provide equipment and services for a Drone as a First Responder Program.

Administrator Muetz said last April the Village Board approved an agreement with Paladin Drones, Inc. related to the Police Department's launch of its Drone as a First Responder Program. He stated the drone

is located at Fire Station #1 and has proven itself an invaluable resource to the Police Department since going online. The drone was placed into service in August 2025. During the remaining five months of 2025 the drone was flown 380 times, logging over 950 miles and 70 hours of flight time. So far in 2026 the drone has logged 75 flights, 215 miles and 13 hours. Administrator Muetz stated the drone has assisted in locating four missing persons, identifying a retail theft suspect and locating a hit-and-run vehicle. The drone program has also supported crash scene documentation, provided overwatch during Gurnee Days events and delivered real-time aerial intelligence to officers responding to in-progress calls. Based on the success the Department is recommending a one-year contract extension with Paladin. The extension will include an upgraded docking system and drone. The extension includes a \$10,000 credit for the existing equipment. This brings the total contact cost to \$65,000, of which \$24,000 is a one-time equipment cost. The Department included the appropriate funding in the FY 26/27 Budget.

Trustee O'Brien asked if the Paladin drone would integrate with Flock.

Police Chief Gaughan said they operate with the same software and can provide livestreams to officers.

Trustee O'Brien asked for clarification on manufacturers.

Police Chief Gaughan stated the manufacturer does matter as it relates to software integration.

It was moved by Trustee Garner, seconded by Trustee O'Brien to approve of Ord. 2026 – 23 authorizing the execution of a renewal agreement with Paladin Drones, Inc. to provide equipment and services for a Drone as a First Responder Program.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

11. Approval of Police Department request to purchase seven 2026 Chevrolet Tahoe 4WD PPV Police Interceptors from Miles Chevrolet at a cost of \$416,528.00 (Police Department Units #145, #146, #147, #150, #151, #152 and #178).

Administrator Muetz said the FY 26/27 Approved Budget includes the replacement of seven Police squads. The units to be replaced range are 2020 and 2021 model years with Vehicle Replacement Scores of 46 to 71. The average engine hours for these seven squads is approximately 17,000 hours. He stated with the industry standard formula of engine hours x 33 miles, these vehicles have an average equivalent of 561,000 miles each on them. The new squads will be 2026 Chevrolet 4WD Tahoe PPV Police Interceptors. Fleet Services received pricing from Miles Chevrolet in Decatur, IL. which has the Illinois State Purchasing Contract. The total cost for the seven squads is \$416,528.00.

It was moved by Trustee Ross, seconded by Trustee O'Brien to approve of Police Department request to purchase seven 2026 Chevrolet Tahoe 4WD PPV Police Interceptors from Miles Chevrolet at a cost of \$416,528.00 (Police Department Units #145, #146, #147, #150, #151, #152 and #178).

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

12. Approval of Public Works Department request to award the Fleet Garage Renovation Project –Trench Drains and Doors – to the low bidder, Joseph J Henderson & Son, Inc. at a cost of \$222,210.00.

Administrator Muetz said the FY 26/27 Budget includes funding to make modifications to the Public Works Fleet Garage to address concerns

related to pulling equipment into certain bays. He stated to address the issues staff proposes to remove man door and the adjacent overhead garage door in Bay 6, replacing both with a single, wider overhead garage door. In addition, staff proposes to remove the stairs in Bay 5 so that a truck can fit in the bay while the front plow is attached with enough space to close the garage door and service the vehicle. Staff worked with FGM Architects to develop plans and to bid the work. Administrator Muetz stated three bids were received by the March 24th deadline. The responses and references were subsequently reviewed by FGM. JJ Henderson was the low bidder at \$222,210 which includes Alternate #1 (mezzanine stair removal) and Alternate #2 (guard rail painting). The other two bids were over \$30,000 more than JJH. He stated staff met with JJH on March 31st to review the scope and make sure everyone is in agreement on the work to be done. It was a productive and positive meeting. As such, staff is recommending the work be awarded to JJH.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of Public Works Department request to award the Fleet Garage Renovation Project –Trench Drains and Doors – to the low bidder, Joseph J Henderson & Son, Inc. at a cost of \$222,210.00.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

H. PUBLIC COMMENT

**Dr. Daniel Woestman
Superintendent
Warren Township
High School
34090 N. Almond Rd.
Gurnee, IL**

Dr. Woestman stated he was speaking as a member of the Warren Township High School Foundation. He stated the group raises funds to assist with a variety of issues, with the main focus being scholarships. He stated the Foundation is trying something new as it relates to CLC's apprenticeship program. The Foundation is seeking contributions that can be used to support the apprentice program, which allows students to work for local businesses and earn certifications while they attend high school. Dr. Woestman stated the Foundation would appreciate any support the Village could provide.

I. EXECUTIVE SESSION

**Adjournment to
Executive Session**

The Village Attorney stated that tonight's Executive Session will reference:

5 ILCS 120/2 2 (c) (1) which states: The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body of legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body to determine its validity and 5 ILCS 120/2 2 (c) (5) which states: The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

It was moved by Trustee Woodside, seconded by Trustee Ross to adjourn the meeting into Executive Session.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

Mayor Hood adjourned the meeting into Executive Session at 7:45 p.m.

Mayor Hood recalled the meeting to order at 8:13 p.m.

Recall to Order

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

ABSENT: 0-

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 8:14 p.m.

**Andrew Harris,
Village Clerk**