

MINUTES OF THE REGULAR MEETING
OF THE GURNEE VILLAGE BOARD

GURNEE VILLAGE HALL
DECEMBER 15, 2025

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; 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; Erica Wells, Assistant Finance / HR Director; 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.
Roll Call	<p>PRESENT: 6- Garner, O’Brien, Balmes, Thorstenson, Ross</p> <p>ABSENT: 1- Woodside</p>
Pledge of Allegiance	Mayor Hood led the Pledge of Allegiance.
<u>A. PUBLIC COMMENT</u>	None.
<u>B. APPROVAL OF CONSENT AGENDA</u>	<p>It was moved by Trustee Balmes, seconded by Trustee O’Brien to approve the Consent Agenda as presented.</p> <p><u>Roll call,</u></p> <p>AYE: 5- Garner, O’Brien, Balmes, Thorstenson, Ross</p> <p>NAY: 0- None</p> <p>ABSENT: 1- Woodside</p> <p>Motion Carried.</p>
<u>C. CONSENT AGENDA / OMNIBUS VOTE</u>	<p>The Village Administrator read the consent agenda for an omnibus vote as follows.</p> <ol style="list-style-type: none">1. Approval of the minutes from the December 1, 2025, meeting.2. Approval of Ord. 2025 – 86 accepting the Final Plat of Subdivision of Stonehenge Subdivision 1.3. Approval of Ord. 2025 – 87 authorizing a Change Order to the contract with Kelso-Burnett for the Police Department Access Control System Upgrade Project in an amount not to exceed \$34,000.00 to provide additional cabling and motion detectors.4. Approval of Ord. 2025 – 88 authorizing the execution of a Professional Services Agreement with FGM Architects to provide construction document, bidding, and contract administration services for the Public Works Fleet Garage Modification Project.5. Approval of Public Works Department recommendation to award Public Works main building masonry repairs to Solid Masonry Experts at a cost of \$26,050.00.6. Approval of request by Fire Department to set a bid date of January 15, 2026, for the Fire Station #2 Bunk Room, Community Room, and Front Office Update project.7. Approval of Payroll for period ending November 28, 2025, in the amount of \$1,549,231.32.8. Approval of Bills for the period ending December 15, 2025, in the amount of \$2,741,246.93. <p>It was moved by Trustee Garner, seconded by Trustee Ross to approve the Consent Agenda for an omnibus vote as read.</p>

Roll call,
AYE: 5- Garner, O’Brien, Balmes, Thorstenson, Ross
NAY: 0- None
ABSENT: 1- Woodside
Motion Carried.

D. PETITIONS AND COMMUNICATIONS

1. Administration of Oath of Office for the promotion of Police Sergeant Traci Pugliese to Police Commander.

Chief Gaughan spoke about Sergeant Pugliese and her accomplishments.

Mayor Hood administered the Oath of Office.

Commander Pugliese thanked everyone in attendance and the Village for the opportunities she has had during her career. She stated she is looking forward to serving in her new role.

2. Administration of Oath of Office for the promotion of Police Sergeant Tim Hamann to Police Commander.

Chief Gaughan spoke about Sergeant Hamann and his accomplishments.

Mayor Hood administered the Oath of Office.

Commander Hamann thanked everyone for attending. He stated the Gurnee Police Department is an excellent group of people, and he appreciates the support from Department leadership.

3. Administration of Oath of Office for the promotion of Police Detective Josh Silvernail to Police Sergeant.

Chief Gaughan spoke about Detective Silvernail and his accomplishments.

Mayor Hood administered the Oath of Office.

Sergeant Silvernail stated he is honored to be in this position. He thanked the Village Board, Civil Service Commission, his family, and members of the Department.

4. Approval of Proclamation designating January 2026 as Lake County Crime Stoppers Month in the Village of Gurnee.

Mayor Hood summarized the Proclamation.

It was moved by Trustee Balmes, seconded by Trustee O’Brien to approve of a Proclamation designating January 2026 as Lake County Crime Stoppers Month in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried.

5. Reminder: Mayor Hood’s State of the Village address will be immediately following January 26, 2026, Village Board meeting.

E. REPORTS

1. Presentation by Finance Director Brian Gosnell: Fiscal Year 25/26 Second Quarter financial performance.

Director Gosnell reviewed the three elements of the Financial Planning and Reporting Process cycle, noting the following:

- Long-Term Planning
 - Strategic Plan
 - Multi-Year Financial forecast
 - Multi-Year Capital Plan that leads to the annual budget
- Short-Term Planning
 - Annual Budget
- Reporting
 - Financial Status Reports
 - Annual comprehensive Financial Report
 - Popular Annual Financial Report

Director Gosnell reviewed information on Cash & Investments as of October 31, 2025, including:

- Cash Investments at the end of July:
 - Total \$50.1M million (Excludes Pensions)
 - 12% Checking
 - 55% Money Market
 - 33% Investments
 - 65% General Fund
 - 11% Capital Improvement Fund
 - 13% Water & Sewer Funds

Director Gosnell reviewed information related to Major Revenues across all funds including:

- Major Revenues
 - 68% of General Fund Revenue
 - Annual Budget \$36.9M
 - Actual \$20.9M or 56.7%
 - +10.1% vs. SA Budget
 - +7.0% vs. Last Year

Director Gosnell noted all major revenues have a positive variance versus budget, except for Amusement Tax and Use tax.

Director Gosnell reviewed the following information related to Sales Tax noting the top 10 categories with increases versus the same period last year. Gosnell noted the Village has incentive agreements in 5 of the categories.

- Sales Tax
 - Annual Budget \$21.5M
 - Actual \$12.0M or 55.9%
 - +18.5% vs. Seasonally Adjusted Budget
 - +14.9% vs. Last Year

Director Gosnell reviewed the following information related to Amusement Tax noting that Six Flags was the largest taxpayer and, while their share of Amusement Tax was down from last year, their Sales Tax and Food & Beverage Tax were up as they adjusted to the desired customer experience.

- Amusement Tax
 - Annual Budget \$4.2M
 - Actual \$2.7M or 66.2%
 - -5.3% vs. Seasonally Adjusted Budget
 - -7.9% vs. Last Year

Director Gosnell reviewed the following information related to Food & Beverage Tax:

- Food and Beverage Tax
 - Annual Budget \$2.9M
 - Actual \$1.7M or 58.9%
 - +12.3% vs. Seasonally Adjusted Budget
 - +11.0% vs. Last Year

Director Gosnell reviewed the following information related to Hotel Tax:

- Hotel Tax
 - Annual Budget \$2.4M
 - Actual \$1.3M or 55.1%
 - +8.0% vs. Seasonally Adjusted Budget
 - +9.7% vs. Last Year

Director Gosnell reviewed the following information related specifically to the General Fund noting the variances in the budget are mostly timing related at this point except for the red-light camera program which has been discontinued.

- Total Revenues
 - \$29.2M or 54.6%
 - Timing Variances
 - Building Permit Fees

- Business & Liquor Licenses
- Reimbursements
- Closing 911 Fund
- Other Variances
- Red Light Revenue
- Total Expenditures
 - \$26.4M or 49.3%
 - Timing Variances
 - Insurance Premiums
 - Other Variances
 - Litigation Expenses

Director Gosnell reviewed the following information related to the General Fund balance, noting that the Village is expecting an aggressive capital plan in FY2027, and will need to utilize more of the in-excess fund balance of the policy limit to complete the program.

- Unaudited FY2024/2025 Ending Balance
 - \$34.37M or 76.0%
 - \$5.9M over FY26 Policy Limit
 - Excluding FY2025/2026 Surplus
- Aggressive FY2026/2027 Capital Plan
 - Fuller Road
 - Equipment
 - Bittersweet Irrigation

Director Gosnell reviewed the following information related to the Water & Sewer Funds, noting similar timing differences as the General Fund.

- Water & Sewer Fund
 - Total Revenues \$6.2M or 57.1%
 - Total Expenditures \$7.1M or 54.0%
 - Revenue & Expenditure Variance -\$928K
 - Budgeted -\$2.3M
 - Timing Variances
 - Permits
 - Reimbursements
 - Insurance Premiums
 - Capital Projects

2. Presentation by Community Development Director David Ziegler: Review of 2024 International Code Council Building Codes.

Community Development Director Ziegler stated he would provide a high-level overview of the 2024 International Building Codes, and the staff is proposing the Village to adopt. He stated the target is to adopt updated codes every six years. The current codes are from the 2012 edition. He stated he will review seven codes. Director Ziegler then reviewed a PowerPoint presentation related to the proposed code update.

Codes proposed to be adopted:

- International Building Code (IBC)
- International Residential Code (IRC)
- International Fire Code (IFC)
- International Fuel Gas Code (IFGC)
- International Mechanical Code (IMC)
- International Swimming Pool and Spa Code (ISPSC)
- International Wildland Urban Interface Code (IWUIC)

Codes not yet adopted, or provably not adopted at all:

- National Electrical Code (NEC)
- Illinois Plumbing Code
- Illinois Energy Conservation Code (IECC)
- International Zoning Code
- International Green Construction Code
- International Private Sewage Disposal Code
- International Property Maintenance Code
- International Existing Building Code
- Illinois Accessibility Code

International Building Code (IBC)

- Regulates Non-Residential and Multi-Family Residential Construction

- Classifies Structures by Use and Types of Construction
- Provides Details and Construction Limitations for:
 - Structural Design
 - Emergency Egress
 - Special Use Types
- Proposed Local Amendments:
 - Moving the threshold for Day Care Facilities from five to eight to align with DCFS and Illinois Fire Marshall Requirements
 - Modifying the minimum elevator dimensions to accommodate Gurnee Fire Department stretcher size

International Residential Code (IRC)

- Regulates all aspects of single family and duplex construction except:
 - Electrical (NEC)
 - Plumbing (Illinois Plumbing Code)
 - Zoning (Gurnee Zoning Code)
- Proposed Local Amendments:
 - Administrative – Licensing, fees, and inspections
 - Garage drywall – Class X
 - Unvented gas log-heaters
 - Prohibited duct systems
 - Appendices

International Fire Code (IFC)

- Provides a reasonable level of life safety and property protection from the hazards of fire, explosion or dangerous conditions in new and existing buildings, structures, and premises, and provides a reasonable level of safety to firefighters and emergency responders during emergency operations.
- Regulates:
 - Emergency Planning and Preparedness
 - Fire Sprinkler Systems
 - Fire Alarm Systems
 - Emergency Egress
 - Finishes and Fixtures
 - Hazardous Materials and Operations
- Proposed Local Amendments:
 - Zero Threshold for all Commercial Building Sprinklers
 - Standpipes and Control Valve Upgrades
 - Fire Alarm Upgrades (new)
 - Large Mercantile Fire Alarms

International Fuel Gas Code (IGC)

- Regulates natural gas (or propane) systems and piping in non-single-family development
- Proposed Local Amendments:
 - Unvented room heaters are prohibited
 - Corrugated stainless steel tubing prohibited

International Mechanical Code (IMC)

- Regulates permanently installed mechanical systems in non-single family residential (i.e.: HVAC)
- Proposed Local Amendments:
 - Plenums – Prohibition in stud cavities

International Swimming Pool and Spa Code (ISPSC)

- Regulates aquatic recreation facilities, pools, and spas
- Formerly located as Appendices in the IBC and IRC
- No Local Amendments other than correcting references

International Wildlife Urban Interface Code (IWUIC)

- Regulates additional construction regulations related to wildfires
- No Local Amendments were proposed because Gurnee has no areas that qualify as wild-land areas

F. OLD BUSINESS

None.

G. NEW BUSINESS

1. Approval of Ord. 2025 – 89 adopting the 2024 Edition of the International Building Code, as modified and with supplements, providing penalties for violations and amending Chapter 18 Article III of the Gurnee Municipal Code.

Trustee O'Brien asked when the codes would go into effect. Director Ziegler stated the codes will go into effect March 1, 2026.

It was moved by Trustee O'Brien, seconded by Trustee Thorstenson to approve of Ord. 2025 – 89 adopting the 2024 Edition of the International Building Code, as modified and with supplements, providing penalties for violations and amending Chapter 18 Article III of the Gurnee Municipal Code.

Roll call,

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

NAY: 0- None

ABSENT: 1- Woodside

Motion Carried.

2. Approval of Ord. 2025 – 90 adopting the 2024 Edition of the International Residential Code for one- and two-family dwellings, as modified and with supplements, providing penalties for violations and amending Chapter 18 Article IV of the Gurnee Municipal Code.

Trustee Ross asked about fire sprinklers in new home construction. Director Ziegler stated sprinklers are currently required in new home construction. He stated the requirement went into effect when the Village adopted the 2012 ICC Codes.

It was moved by Trustee Garner, seconded by Trustee O'Brien to approve of Ord. 2025 – 90 adopting the 2024 Edition of the International Residential Code for one- and two-family dwellings, as modified and with supplements, providing penalties for violations and amending Chapter 18 Article IV of the Gurnee Municipal Code.

Roll call,

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

NAY: 0- None

ABSENT: 1- Woodside

Motion Carried.

3. Approval of Ord. 2025 – 91 adopting the 2024 Edition of the International Fire Code, as modified and with supplements, providing penalties for violations and amending Chapter 34 Article II of the Gurnee Municipal Code.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Ord. 2025 – 91 adopting the 2024 Edition of the International Fire Code, as modified and with supplements, providing penalties for violations and amending Chapter 34 Article II of the Gurnee Municipal Code.

Roll call,

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

NAY: 0- None

ABSENT: 1- Woodside

Motion Carried.

4. Approval of Ord. 2025 – 92 adopting the 2024 Edition of the International Fuel Gas Code, as modified and with supplements, providing penalties for violations and amending Chapter 18 Article IX of the Gurnee Municipal Code.

It was moved by Trustee Ross, seconded by Trustee Balmes to approve of Ord. 2025 – 92 adopting the 2024 Edition of the International Fuel Gas Code, as modified and with supplements, providing penalties for violations and amending Chapter 18 Article IX of the Gurnee Municipal Code.

Roll call,

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

NAY: 0- None

ABSENT: 1- Woodside

Motion Carried.

5. Approval of Ord. 2025 – 93 adopting the 2024 Edition of the International Mechanical Code, as modified and with supplements,

	<p>providing penalties for violations and amending Chapter 18 Article VI of the Gurnee Municipal Code.</p> <p>It was moved by Trustee O'Brien, seconded by Trustee Balmes to approve of Ord. 2025 – 93 adopting the 2024 Edition of the International Mechanical Code, as modified and with supplements, providing penalties for violations and amending Chapter 18 Article VI of the Gurnee Municipal Code.</p> <p><u>Roll call,</u> AYE: 5- Garner, O'Brien, Balmes, Thorstenson, Ross NAY: 0- None ABSENT: 1- Woodside Motion Carried.</p> <p>6. Approval of Ord. 2025 – 94 adopting the 2024 Edition of the International Swimming Pool and Spa Code, as modified and with supplements, providing penalties for violations and amending Chapter 18 and adding Article XI to the Gurnee Municipal Code.</p> <p>It was moved by Trustee Garner, seconded by Trustee Thorstenson to of Ord. 2025 – 94 adopting the 2024 Edition of the International Swimming Pool and Spa Code, as modified and with supplements, providing penalties for violations and amending Chapter 18 and adding Article XI to the Gurnee Municipal Code.</p> <p><u>Roll call,</u> AYE: 5- Garner, O'Brien, Balmes, Thorstenson, Ross NAY: 0- None ABSENT: 1- Woodside Motion Carried.</p> <p>7. Approval of Ord. 2025 – 95 adopting the 2024 Edition of the International Wildland Urban Interface Code, as modified and with supplements, providing penalties for violations and amending Chapter 18 Article X of the Gurnee Municipal Code.</p> <p>It was moved by Trustee O'Brien, seconded by Trustee Ross to approve of Ord. 2025 – 95 adopting the 2024 Edition of the International Wildland Urban Interface Code, as modified and with supplements, providing penalties for violations and amending Chapter 18 Article X of the Gurnee Municipal Code</p> <p><u>Roll call,</u> AYE: 5- Garner, O'Brien, Balmes, Thorstenson, Ross NAY: 0- None ABSENT: 1- Woodside Motion Carried.</p>
<u>H. PUBLIC COMMENT</u>	
Julian Ruiz 39270 Castleford Ln Beach Park, IL	Mr. Ruiz stated he has lived in the area his whole life. He stated over the past three months ICE has kidnapped individuals in the area. He stated this has done damage to the community. He stated people need to be prepared for Border Patrol to return to the area with more agents. Mr. Ruiz requested the Village pass an ICE-Free Zone resolution and shared his reasons for the request.
Katie Salyer 638 Ravinia Dr. Gurnee, IL	Ms. Salyer stated she chose Gurnee due to Woodland District 50's Dual Language Program. She requested Gurnee establish itself as a welcoming city, adopt an ICE-Free Zone resolution and designated ICE-Free zone on Village, park district, and school property. She stated other communities have taken these actions. She stated the request is not political. Ms. Salyer stated ICE action has caused harm and impacted community trust. She stated enforcement is not the primary purpose of the request resolution, but rather to provide a sense of safety to residents. Ms. Salyer urged the Village Board to act courageously.
Michael Barr 2081 Windsong Ct. Gurnee, IL	Mr. Barr stated he has been a resident since 1988. He stated during his time in Gurnee he has had positive interactions with Village staff. Mr. Barr stated ICE does not act in a professional manner. He requested the Board pass an ICE-Free Zone resolution.

Jerry Stingle 1218 Vineyard Dr. Gurnee, IL	Mr. Stingle stated he supports an ICE-Free Zone resolution.
Michele Nachbin 1140 Oakmeadow Ct. Gurnee, IL	Ms. Nachbin stated she works at Woodland Elementary School and, like others, is responsible for keeping students safe. She stated that her confidence in doing that was impacted after the President's inauguration. Ms. Nachbin stated she was encouraged by other communities approving ICE-Free Zone resolutions. She stated the first communication by the Village was a statement by the Mayor via From the Mayor's Desk. She stated she did not like the statement by the mayor as the suggestions are reactive rather than proactive. Ms. Nachbin requested the Board give thoughtful consideration to her statement.
Katie Kampf 1527 Arlington Ln. Gurnee, IL	Ms. Kampf requested the Village Board not allow ICE on Village property. She stated her family continues to live in Gurnee due to its rich diversity. Ms. Kampf stated a month ago ICE took a person from a local restaurant. She then referenced the incident at the high school and stated she is fearful this could happen at her school. She stated a resolution communicates support to the Latino community. Ms. Kampf stated people should not have to carry a passport due to the color of their skin. She stated that is not American.
Claire Plowgian 967 Vineyard Dr. Gurnee, IL	Ms. Plowgian stated she chose to move back to Gurnee due to its diversity and the Woodland Dual Language Program. She stated she is very worried for school families, with four out of ten students at risk of being detained by ICE. Ms. Plowgian stated allowing ICE on property in Gurnee will deter customers. She urged the Village to follow the action other communities have taken and pass an ICE-Free resolution.
Anna Daniels 4379 Bluebird Ct. Gurnee, IL	Ms. Daniels stated she agrees with the previous speakers. She stated it is important for community members to support each other.
Blake Thomas 2220 Monument Ct. Gurnee, IL	Mr. Thomas stated prior to Public Comment, the Board took action on expenditures aimed at keeping the community safe. He stated he respects the responsibilities of the Village Board. Mr. Thomas referenced the ICC Building Code presentation. He stated passing a resolution to help protect community members is a responsibility of the Village Board. Mr. Thomas stated enforceability should not be the main concern in this instance, but rather the concern should be making residents feel safe.
Closing Comments	None.
Adjournment	<p>It was moved by Trustee Balmes, seconded by Trustee O'Brien to adjourn the meeting.</p> <p><u>Voice Vote:</u> ALL AYE: Motion Carried.</p> <p>Mayor Hood adjourned the meeting at 8:14 p.m.</p>
Andrew Harris, Village Clerk	