

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

**GURNEE VILLAGE HALL  
APRIL 20, 2026**

**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, 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 Trujillo, Community Engagement Coordinator.

**Roll Call**

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

**ABSENT: 0-**

**Pledge of Allegiance**

Mayor Hood led the Pledge of Allegiance.

**A. PUBLIC COMMENT**

**Trustee Woodside**

Trustee Woodside provided context regarding the Gurnee Cares grants. He stated the Village has been very careful with taxpayer dollars. He stated the Village has not levied a property tax since 2000, has the lowest water rate in CLCJAWA, has provided Grocery Tax relief, investing heavily in infrastructure and public safety without asking residents to carry that burden. All of this is a result of disciplined governance and investing in the business community that generates revenue. Investments in business, such as the Small Business Capital Grant Program, have generated returns five times that of the investment. Trustee Woodside stated all these benefits flow to those who own property or businesses. He stated there are people in Gurnee that do not benefit from these investments as they do not own property or business, but live and belong in Gurnee. Trustee Woodside stated historically local government has overlooked this population as it does not have the tools in place to assist them. He stated tonight the Village Board has an opportunity to lead in this area and directly support nonprofits that serve on the frontline to support this population that too often goes unseen.

**Trustee Balmes**

Trustee Balmes said she appreciates what Trustee Woodside said as well as the efforts put forward by the Gurnee Cares program but believes this is not the appropriate use of taxpayer funds. She stated taxpayer funding should only be used for the Village proper and operations. Trustee Balmes stated she is also concerned about setting a precedence.

**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- Balmes, Thorstenson, Woodside, Ross, Garner, O'Brien**

**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 April 6, 2026 Public Hearings and Village Board meeting.

2. Approval of Ord. 2026 – 24 approving a Drainage Easement Agreement which grants a drainage easement to the Village of Gurnee on 3598 Cheyenne Road property (PIN# 07-12-407-006).

3. Approval of Public Works Department request to renew Cityworks Asset Management and Work Order Tracking Software contract and Enterprise License Agreement for a period of one year at a cost of \$51,250.00.
4. Approval of Administration Department request to award the Village Hall foyer glass replacement project to the low proposer, Illinois Contract Glazing, Inc, at a cost not to exceed \$31,000.00.
5. Approval of request for Information Systems Division GIS Analyst Sean Diatte to attend the 2026 Esri User Conference from July 13 – 17, 2026 in San Diego, CA at a cost not to exceed \$3,000.00.
6. Approval of Police Department request to dispose of certain documents as authorized by the State of Illinois Local Records Commission.
7. Approval of annual performance bonus of 10% for the Village Administrator.
8. Approval of Payroll for the period ending April 3, 2026 in the amount of \$1,028,906.05.
9. Approval of Bills for the period ending April 20, 2026 in the amount of \$2,791,351.91.

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

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

**D. PETITIONS AND COMMUNICATIONS**

1. Approval of a Proclamation designating April 24, 2026 as "Arbor Day" in the Village of Gurnee.

Mayor Hood summarized the Proclamation.

It was moved by Trustee Garner, seconded by Trustee O'Brien to approve of a Proclamation designating April 24, 2026 as "Arbor Day" in the Village of Gurnee.

**Voice Vote: ALL AYE: Motion Carried.**

2. Approval of a Proclamation honoring Visit Lake County President Maureen Riedy.

Trustee Ross said Maureen has been with VLC for 22 years, of which she has worked with her for 19 years. She stated she has done an excellent job and is a good friend that she is going to miss. Mayor Hood concurred stating she has done a great job supporting Gurnee.

Mayor Hood read the Proclamation.

It was moved by Trustee Ross, seconded by Trustee Garner to approve of a Proclamation honoring Visit Lake County President Maureen Riedy.

**Voice Vote: ALL AYE: Motion Carried.**

3. Approval of a Proclamation honoring Trustee Jeanne Balmes.

Mayor Hood said Trustee Balmes during her 25 years on the Village Board has dealt with some difficult situations that others on the Board have been fortunate to not experience. He stated he appreciates her ability to keep a level head and stand at her convictions. Mayor Hood stated he highly values her willingness to speak her mind verses just going with the flow. He stated the Board and Village are better as a result of her service. Mayor Hood stated the loss of her institutional knowledge will be a detriment to the Village.

Mayor Hood read the Proclamation.

It was moved by Trustee O'Brien, seconded by Trustee Garner to approve of a Proclamation honoring Trustee Jeanne Balmes.

**Voice Vote: ALL AYE: Motion Carried.**

Trustee Balmes received a standing ovation from all those in attendance.

Trustee Balmes stated she loves the Village and is has been an honor and privilege to be in the role. She stated she is very grateful to have been able to serve the Village.

## **E. REPORTS**

1. Presentation by Finance Director Brian Gosnell: Annual Comprehensive Financial Report (ACFR) for the period ended April 30, 2025.

Finance Director Gosnell made a PowerPoint presentation on the annual audit process and preparation of the Annual Comprehensive Financial Report (ACFR) for the period ended April 30, 2025.

Director Gosnell presented an overview of the audit process noting a few months delay this year due to staff being out of the office on medical leave and the completion of a full GASB 75 Other Post Employment Benefits (OPEB) valuation. He noted the following:

- Lauterbach & Amen is the Independent Auditor
- New Audit Team in FY2022
  - Rotate Every 5-Years
- 6-month Process
  - May – November
  - Delay for Staff Availability and OPEB Valuation
- Concurrent Processes
  - Pension Fund Audits
  - Pension Funding Actuary Reports
  - GASB 67/68 Total Pension Liability
  - GASB 75 OPEB

Director Gosnell reviewed the contents of the ACFR including:

- Introductory Section (pg. 1)
- Independent Auditors Report (pg. 15)
- Management Discussion & Analysis (pg. 19)
- Basic Financial Statements (pg. 34)
  - Government-Wide
  - Fund Financials
  - Notes to the Financial Statements
- Required Supplementary Information (pg. 98)
- Other Supplementary Information (pg. 116)
- Statistical Information (pg. 144)

He next reviewed the contents of the Introductory Section including:

- Principal Officials
- Organizational Chart
- Transmittal Letter
  - Staff Prepared Overview of Highlights and Financial Environment
- IGFOA Certificate of Achievement

Director Gosnell then reviewed the Independent Auditors report noting the Village received a clean opinion meaning the financial statements fairly represent the financial position of the Village in all material aspects. Gosnell noted the following:

- Audit Opinion
  - Clean Opinion
- Responsibilities of Management
  - Provide Accurate Information
- Auditor's Responsibilities
  - Perform Audit to Obtain Reasonable Assurance Information is Free of Material Misstatement

Director Gosnell reviewed the Management Discussion & Analysis (MD&A) section noting the following:

- Prepared by Staff as Village Perspective on Audited Statements
- What's in the Statements and how to Read
- Village-Wide & Fund Level Analysis
- Budget Highlights
- Debt & Economic Factors

He then reviewed the Basic Financial Statements section of the audit noting the following:

- Government-Wide Statements
  - Statement of Net Position
    - Includes Net Pension Liability (NPL), Other Post Employment Benefits (OPEB)
    - Capital Assets
  - Statement of Activities
    - Income Statement by Function
    - General Government
    - Public Safety
    - Highways & Streets
    - Business Type
- Financial Highlights
  - Net Position increased by \$9.0M to \$172.4M
- Fund Financial Statements
  - Balance Sheet
    - Near –Term Focus
    - Assets & Liabilities
    - Fund Balance Breakdown
  - Statement of Revenues, Expenses & Changes in Fund Balance (Income Statement)
- Financial Highlights
  - General Fund Unassigned Fund Balance \$33.5M
    - Includes Health Ins Fund
  - General Fund Revenue exceeded Expenditures by \$2.4M
    - After \$4.0M Capital Transfer
  - Water & Sewer Fund Cash \$7.6M or 68% of revenues

Director Gosnell reviewed the Notes to the Financial Statements including:

- Note 1 – Accounting Policies
  - Basis of Reporting
  - Asset life
- Note 2 – Budget Information
- Note 3 – All Funds
  - Deposits & Investments
  - Interfund Transfers
  - Lease Receivable
  - Capital Assets
  - Long-Term Debt/Liability
- Note 4 – Other Information
  - Joint Ventures (CLCJAWA)
  - Risk Management
  - Retirement Systems
  - Other Post Employment Benefits - OPEB

He next reviewed the Required Supplementary Information section noting:

- Employer Pension Contributions Pg. 98
  - Police Overfund \$822K
  - Fire Overfund \$586K
- Funded Ratios Pg. 101-106
  - IMRF 92.54%
  - Police 80.06%
  - Fire 81.81%
- Changes in NPL & OPEB
- Budget to Actual Statements

Director Gosnell reviewed the Other Supplementary Information section noting:

- Combining Statements
  - General, Health Insurance, Economic Dev Pg. 116
  - Non-Major Funds
  - Pension Trust Funds
- Budgetary Comparison Schedules
  - General Fund
  - Major Governmental Funds
  - Non-Major Gov't Funds
  - Enterprise Funds
  - Pension Trust Funds
  - Custodial Funds (NLCC-ETSB)

He then reviewed the Statistical Section including:

- Financial Trends
  - Fund Balance Pg. 148
- Revenue Capacity
  - EAV Pg. 150
  - Sales Tax Pg. 158
- Debt Capacity
  - Outstanding Debt Pg. 162
- Demographic & Economic information Pg. 163
- Operating Information Pg. 166

Director Gosnell reviewed the Management Letter which is the auditor's communication of findings to the Village Board. Gosnell noted three findings:

- Current Recommendations
  - IT Security Awareness & Emerging Risks
  - NLCC-ETSB Fund over budget, Gosnell noted the Fund was over budget due to the consolidation of the communications center and liquidating the Fund.
- Prior Recommendations
  - Commingled Cash Balances, Gosnell noted the issue with the Motor Fuel Tax Fund has been corrected and will not be repeated in future years.
- Upcoming Standards, Gosnell noted these are future GASB pronouncements to be implemented in next year's audit.
  - GASB 102 Risk Disclosures
  - GASB 103 Reporting Model
  - GASB 104 Capital Assets

Information Systems Director Ryan Nelson reviewed the IT Security Awareness & Emerging Risks note in the Management Letter and noted the Village is already doing the things recommended by the auditors. He reviewed the policy and procedures for the following recommendations:

- Engaging in ongoing monitoring or cyber security trends affecting local governments.
- Incorporating regular staff training on phishing and other social engineering tactics.
- Periodically reviewing policies for password strength, MFA, and incident response.
- Ensuring vendor contracts address security standards and data protection.
- Testing data backup and recovery plans on at least an annual basis.

Trustee O'Brien asked about the risk of staff using AI. Director Nelson noted the third-party services available for AI and the Village policy. He also noted the Village is looking into purchasing limited AI services to avoid the free versions which are less secure.

Trustee Thorstensen asked about phishing and services that keep our security up to date with the latest threats. Director Nelson noted the Village subscribes to a service that maintains the latest threats and constantly tests Gurnee systems against attack.

Trustee Ross asked about the commingled cash comment in the Management Letter and if the auditors were satisfied with the staff response. Director Gosnell noted the Village closed an account and had the State redirect Motor Fuel Tax receipts to the commingled account where the bills are paid thus eliminating the need to transfer funds between accounts.

Trustee Thorstenson asked about including a what's new section in the audit similar to the Annual Budget. Director Gosnell noted the audit is a look back and that section is more appropriate in the Annual Budget.

2. Presentation by Community Engagement Coordinator Matt Trujillo – Proposed Gurnee CARES Grant recipients.

Community Engagement Coordinator Matt Trujillo presented on the first Gurnee Cares Grant Program. In July 2025, the Mayor formed the

Gurnee Cares Commission with Trustee Woodside as the chairperson, to support non-profits and expand resources to those in need in Gurnee.

In FY 25/26 the Village allocated \$250,000 to support a Gurnee Cares Grant program, which would allow non-profits to apply for funding for up to \$30,000 to fund projects in key areas such as food security, utility or financial aid, housing and homelessness prevention, mental health and substance use, transportation, senior support, and child and family support.

The Gurnee Cares Commission received 36 applicants for its first grant cycle. The group reviewed Letters of Intent from each organization to determine which would advance to the next round. They then selected applicants to complete a full application.

The Commission reviewed the grants in the winter and selected 10 grant requests totaling \$248,207 to recommend to the Village Board.

The following grant programs were presented:

The Mothers Trust Foundation's grant program requested \$30,000 to provide direct aid to approximately 150 Gurnee children and youth. This initiative addresses unmet needs like housing instability and lack of necessities that impact a child's safety and academic success. This grant will go toward direct assistance, as all administrative costs are covered by a separate budget. The funds are strategically allocated, with 30% for clothing and shoes, 25% for extracurricular and summer camp programs, and the remainder dedicated to housing, utility assistance, and safe baby gear.

Prairie State Legal Services, which is a non-profit law firm that defends the civil legal rights of vulnerable populations. Their project is a targeted \$30,000 initiative to help Gurnee Residents with housing related issues. The program provides essential legal advice, document preparation, and court representation for approximately 20 Gurnee residents facing eviction, foreclosure, or public housing challenges. The grant program will support over 380 billable attorney hours. The grant is allocated entirely to personnel costs, specifically for staff attorney salaries in the Waukegan office.

The WTHS Blue Devils' Pantry is a school-based organization dedicated to fighting food insecurity for students and families within Warren Township High School and its feeder schools. Their expansion project is a 12-month initiative seeking \$15,000 to increase the pantry's capacity and reach. This funding will support an expansion of distribution hours into non-traditional times, such as weekends and holidays, to better serve working families. Because the pantry is managed entirely by volunteers, every dollar of this grant is dedicated to materials and equipment. Forty percent of the budget will go toward shelving and storage units, while the rest will fund shelf-stable food, hygiene products, clothing, and multilingual signage to improve accessibility.

A Safe Place's \$30,000 Emergency Hotel Shelter Program provides up to 90 days of hotel housing for Gurnee families when shelters are full, filling a critical service gap for victims of domestic violence and human trafficking. The project aims to serve 10 families, offering a haven plus services like safety planning and food assistance. Funding covers hotel stays, food, and transportation, aiming for 90% of participants not to return to their abusers.

Erie Family Health Center requested \$23,207 to meet the urgent health-related social needs of about 503 Gurnee residents, especially those at Erie HealthReach Waukegan. The program fills gaps not covered by insurance or public aid by providing emergency supplies, medical equipment, and transportation. Funding covers \$10,102 for staff to coordinate and connect patients to resources, and \$13,105 for direct aid which includes Uber Health rides, blood pressure monitors, and Walmart gift cards for food, diapers, and hygiene items.

Keeping Families Covered is a non-profit providing essential hygiene products to support health and dignity. Their \$20,000 project expands services for about 2,240 Gurnee residents via a mobile pantry, partnering with the Warren-Newport Public Library for monthly distributions of diapers, feminine hygiene, and incontinence products.

Most of the grant goes to diapers and training pants, with a small amount for operations. The program aims to remove financial barriers to basic hygiene for Gurnee residents.

Big Brothers Big Sisters requested \$25,000 to expand its mentoring program at Warren Township Teen Center for Gurnee youth. The program pairs youth ages seven and up with adult mentors for bi-weekly sessions, promoting social skills, emotional well-being, and educational success. Most of the funding covers staff, enrichment activities, and rent, aiming to serve up to 20 youth and help them reach their potential.

CYN Counseling Center's \$25,000 Mental Health Expansion will provide more on-site therapy for Gurnee youth. For one year, a therapist will be available weekly at Warren Township High School. In summer, CYN will offer three days of therapy per week for ten weeks at Viking Middle School with the Boys & Girls Club, serving about 140 youth. Most funds cover therapist salaries, making therapy more accessible for those facing mental health challenges.

Nicasa Behavioral Health Services' \$25,000 Co-Occurring Treatment Program serves 70 Gurnee residents facing substance use and gambling challenges. The program provides extended treatment, clinical assessments, and counseling. The grant funds a half-time counselor for direct care and support groups, with no money used for overhead.

Youth & Family Counseling's \$25,000 Gurnee Mental Health Access project funds therapy for 75 low-income and Medicaid-enrolled residents. The grant bridges the gap between therapy costs and insurance reimbursement, supporting about 566 sessions and ensuring no residents are turned away for inability to pay. The program aims for 75% of clients to see symptom improvement, providing culturally responsive, bilingual care.

The final proposal to the Village Board were summarized as follows:

- Mothers Trust Foundation - \$30,000
- Prairie State Legal Services - \$30,000
- WTHS Blue Devils' Pantry - \$15,000
- A Safe Place - \$30,000
- Keeping Families Covered - \$20,000
- Erie Family Health Center - \$23,207
- Big Brothers Big Sister of Metropolitan Chicago - \$25,000
- CYN Counseling Center - \$25,000
- Nicasa Behavioral Health Services - \$25,000
- Youth and Family Counseling- \$25,000

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**F. OLD BUSINESS**

None.

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**G. NEW BUSINESS**

1. Approval of Ord. 2026 – 25 authorizing execution of a Gurnee CARES Grant Agreement with Mothers Trust Foundation.

Explained by Community Engagement Coordinator, Matt Trujilo during Reports.

Trustee Thorstenson asked if an organization can reapply annually, noting there were 36 applicants with only 10 awarded grants. Community Engagement Coordinator Trujilo stated he expects they would be able to reapply annually. Trustee Woodside added the Commission will monitor how the awardees perform over the next year when considering anyone who reapplies.

Trustee Thorstenson asked how much the Village contributes to 211. Administrator Muetz stated \$5,000, noting he expects the annual contribution will continue and it is budgeted in a separate line item to tracking purposes.

Trustee Thorstenson stated in this instance she is not concerned with what other municipalities do and would like Gurnee to be known for assisting charities with compassion and humanity as they serve Gurnee's most vulnerable residents. She concluded by requesting

information on whether any of these not-for-profits need additional volunteers.

Trustee O'Brien stated he was pleased to see the applications were very Gurnee specific. He shared an observation stating half the recipients would use the funding for salary/benefits which are part of a combined \$8 million budget for those entities.

Trustee Woodside stated an important consideration was the impact the funding would have on Gurnee and that administrative costs were not a great reason to issue a grant, but those costs do cover the personnel that provide needed services to Gurnee residents.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Ord. 2026 – 25 authorizing execution of a Gurnee CARES Grant Agreement with Mothers Trust Foundation.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**ABSTAIN: 1- Balmes**

**Motion Carried.**

2. Approval of Ord. 2026 – 26 authorizing execution of a Gurnee CARES Grant Agreement with Prairie State Legal Services.

Explained by Community Engagement Coordinator, Matt Trujilo during Reports.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Ord. 2026 – 26 authorizing execution of a Gurnee CARES Grant Agreement with Prairie State Legal Services.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**ABSTAIN: 1- Balmes**

**Motion Carried.**

3. Approval of Ord. 2026 – 27 authorizing execution of a Gurnee CARES Grant Agreement with Warren Township High School dba Blue Devils' Pantry.

Explained by Community Engagement Coordinator, Matt Trujilo during Reports.

It was moved by Trustee Ross, seconded by Trustee O'Brien to approve of Ord. 2026 – 27 authorizing execution of a Gurnee CARES Grant Agreement with Warren Township High School dba Blue Devils' Pantry.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**ABSTAIN: 1- Balmes**

**Motion Carried.**

4. Approval of Ord. 2026 – 28 authorizing execution of a Gurnee CARES Grant Agreement with Lake County Crisis Center for the Prevention and Treatment of Domestic Violence, Inc. dba A Safe Place.

Explained by Community Engagement Coordinator, Matt Trujilo during Reports.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Ord. 2026 – 28 authorizing execution of a Gurnee CARES Grant Agreement with Lake County Crisis Center for the Prevention and Treatment of Domestic Violence, Inc. dba A Safe Place.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**ABSTAIN: 1- Balmes**

**Motion Carried.**

5. Approval of Ord. 2026 – 29 authorizing execution of a Gurnee CARES Grant Agreement with Erie Family Health Center, Inc.

Explained by Community Engagement Coordinator, Matt Trujilo during Reports.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Ord. 2026 – 29 authorizing execution of a Gurnee CARES Grant Agreement with Erie Family Health Center, Inc.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**ABSTAIN: 1- Balmes**

**Motion Carried.**

6. Approval of Ord. 2026 – 30 authorizing execution of a Gurnee CARES Grant Agreement with Keeping Families Covered.

Explained by Community Engagement Coordinator, Matt Trujilo during Reports.

It was moved by Trustee Ross, seconded by Trustee O'Brien to approve of Ord. 2026 – 30 authorizing execution of a Gurnee CARES Grant Agreement with Keeping Families Covered.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**ABSTAIN: 1- Balmes**

**Motion Carried.**

7. Approval of Ord. 2026 – 31 authorizing execution of a Gurnee CARES Grant Agreement with Big Brothers Bigs Sisters of Metropolitan Chicago.

Explained by Community Engagement Coordinator, Matt Trujilo during Reports.

It was moved by Trustee Garner, seconded by Trustee Ross to of Ord. 2026 – 31 authorizing execution of a Gurnee CARES Grant Agreement with Big Brothers Bigs Sisters of Metropolitan Chicago.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**ABSTAIN: 1- Balmes**

**Motion Carried.**

8. Approval of Ord. 2026 – 32 authorizing execution of a Gurnee CARES Grant Agreement with Community Youth Network dba CYN Counseling Center.

Explained by Community Engagement Coordinator, Matt Trujilo during Reports.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Ord. 2026 – 32 authorizing execution of a Gurnee CARES Grant Agreement with Community Youth Network dba CYN Counseling Center.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**ABSTAIN: 1- Balmes**

**Motion Carried.**

9. Approval of Ord. 2026 – 33 authorizing execution of a Gurnee CARES Grant Agreement with NICASA, NFP dba NICASA Behavioral Health Services.

Explained by Community Engagement Coordinator, Matt Trujilo during Reports.

It was moved by Trustee Garner, seconded by Trustee Ross to approve

of Ord. 2026 – 33 authorizing execution of a Gurnee CARES Grant Agreement with NICASA, NFP dba NICASA Behavioral Health Services.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**ABSTAIN: 1- Balmes**

**Motion Carried.**

10. Approval of Ord. 2026 – 34 authorizing execution of a Gurnee CARES Grant Agreement with Youth and Family Counseling.

Explained by Community Engagement Coordinator, Matt Trujilo during Reports.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Ord. 2026 – 34 authorizing execution of a Gurnee CARES Grant Agreement with Youth and Family Counseling.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**ABSTAIN: 1- Balmes**

**Motion Carried.**

11. Approval of Ord. 2026 – 35 amending the Intergovernmental Agreement establishing the Solid Waste Agency of Lake County, Illinois.

Administrator Muetz said at the April 9th SWALCO Board Meeting the Board approved an amendment to the SWALCO Intergovernmental Agreement. The amendment addresses the qualifications necessary to serve as an Alternate Director on the SWALCO Board of Directors by removing the language related to having to be a full-time employee in an Executive level position. He stated this change will allow more flexibility to members who they appoint as an Alternate Director as the person can be full or part time employee of the member. The second change makes the SWALCO Chair also the Secretary and Treasurer of the agency. The third change makes the Chair of SWALCO a permanent and voting member of the Executive Committee. The final change amends the process of amending the Intergovernmental Agreement. Moving forward 2/3 of the members must enact an ordinance within 90 days of the SWALCO Board approving of the proposed change(s). He stated given the challenges of finding individuals willing to serve on SWALCO Boards and getting all members to approve amendments, the proposed changes are reasonable while protecting the integrity of the decision-making process at the agency. Administrator Muetz reminded the Village Board that he sits on the Executive Committee and Assistant to Administrator Pollack attends full board meetings.

It was moved by Trustee Thorstenson, seconded by Trustee Ross to approve of Ord. 2026 – 35 amending the Intergovernmental Agreement establishing the Solid Waste Agency of Lake County, Illinois.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

12. Approval of Public Works Department request to waive the formal bidding process and award the trimming of approximately 1,085 parkway trees greater than 10" in diameter to MDiaz Tree Service at a total cost of \$135,000.00.

Administrator Muetz said the Public Works Department is responsible for approximately 14,000 parkway trees. Public Works staff trims all trees 10" in diameter and below, and contracts for the trimming of trees larger than this. In April of 2024 the Village Board approved a contract with Arbor Care to perform tree trimming of approximately 1,025 trees in the amount of \$100,000 for FY24/25. Unfortunately, the owner of the company passed away in November 2024 and the company has dissolved, unable to complete the contract work. Public Works subsequently obtained three quotes from tree contractors to complete

the remaining work. MDiaz Tree Service provided the lowest quote, however the Village had no past experience with its work so staff proposed a smaller initial contract. MDiaz has completed the work with staff very satisfied with the quality of work and responsiveness. As a result, the Village awarded the remaining work to MDiaz. Additional trimming was awarded to MDiaz by the Village Board in May of last year. That work was also successfully completed and staff reached out to MDiaz to discuss 2026 trimming needs. MDiaz submitting pricing that is between 3.2 - 4.2% higher than last year depending on tree diameter. Based on fuel and labor costs, staff found the increase reasonable. The focus of this year's trimming program will focus on Providence Oaks, Country Trails, Big Oaks, Boulders, Riverside Heights, Prairie Oaks, Orchard Valley Estates and Crescent Meadows. Administrator Muetz stated next year staff will solicit pricing from other companies to make sure the price from MDiaz is in line with the market.

It was moved by Trustee O'Brien, seconded by Trustee Balmes to approve of Public Works Department request to waive the formal bidding process and award the trimming of approximately 1,085 parkway trees greater than 10" in diameter to MDiaz Tree Service at a total cost of \$135,000.00.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

13. Approval of request from Information Systems to renew the CDW/Arctic Wolf Managed Detection and Response and Managed Risk services contract for a period of three years with an annual 3% escalator at a total Fiscal Year 2027 – 2029 cost of \$398,144.98.

Administrator Muetz said in March of 2022 at the recommendation of the Information Systems Division the Village contracted with Arctic Wolf for Managed Security Services including Managed Detection and Response (MDR) and Managed Risk (MR). These services were and continue to be strongly recommended by our insurance carriers and assist with securing cyber security insurance coverage. Based on the benefits and service since inception, staff is recommending the contract be renewed for a period of three years. He stated historically the Village has seen 6% year-over-year increases on these services. When first discussing the renewal, Arctic Wolf's initial proposal was for a single year at a 10% increase over the current price. Negotiating resulted in this proposal for a three-year term, paid annually, with an initial 3% over the current price and subsequent 3% increases scheduled for the following two years. Administrator Muetz concluded by stating the services provided by Arctic Wolf have been integral to protecting the Village from cyber security threats that could result in millions of dollars in loss making the service cost well worth its price.

It was moved by Trustee Balmes, seconded by Trustee O'Brien to approve of request from Information Systems to renew the CDW/Arctic Wolf Managed Detection and Response and Managed Risk services contract for a period of three years with an annual 3% escalator at a total Fiscal Year 2027 – 2029 cost of \$398,144.98.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

**H. PUBLIC COMMENT**

None.

**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 8:12 p.m.

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**Andrew Harris,**  
**Village Clerk**