

MINUTES OF THE PUBLIC HEARING

Public Hearing to consider rebating sales tax above an annual base retained by the Village, up to a maximum of \$1,300,000 over six years, and contributing up to \$25,000 toward construction of public sidewalk, to allow redevelopment and renovation of the Gurnee Hotel at 6161 Grand Avenue, Gurnee.

GURNEE VILLAGE HALL  
APRIL 7, 2025

Call to Order	Mayor Hood called the public hearing to order at 6:20 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; 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; Brian Smith, Police Chief; Jeremy Gaughan, Deputy Police Chief.
Roll Call	<p><b>PRESENT:</b>     6- Woodside, Ross, Garner, O'Brien, Balmes, Thorstenson</p> <p><b>ABSENT:</b>     0- None</p>
	<p>Director Dean introduced the topic of the Public Hearing by noting that at the Village Board meeting of March 17, 2025, the Board approved zoning entitlements authorizing the redevelopment and renovation of the former Holiday Inn (now Hotel Gurnee) to become TEN Hotel and Residences operated by Khayat Enterprises. With that process concluded, the staff is bringing forth a recommendation for adoption of a Redevelopment Agreement that has been requested by Khayat Enterprises in order to make this project feasible.</p> <p>Director Dean outlined the scope of the project and the market context, both of which contribute to the challenging nature of this undertaking. Built in 1970, the hotel structure is in need of renovation and at over 200 guestrooms is larger, with more amenities, than the major hotel brands are building in our market today. Most of Gurnee's hotel inventory is limited-service, which operates with lower overhead and serves the leisure market. Post-Covid, the performance of the Holiday Inn has lagged the Lake County market and when it was offered at auction in June 2024, it did not sell.</p> <p>Director Dean noted that this redevelopment project pairs private investment with community benefit, notably including preservation of Gurnee's only full-service hotel property, revenue growth from reinvigoration of the 10,000-square-foot banquet space with weddings and other large events that had gone elsewhere, a renovated restaurant and lounge with new entertainment offerings and provision of needed multi-family housing with modest service impact.</p> <p>The terms of the Redevelopment Agreement were reviewed:</p> <ul style="list-style-type: none"><li>• Minimum \$6.25 Million Construction Value</li><li>• \$125,000 Base Revenue – combined Hotel, Sales, and Food/Beverage – retained by the Village annually</li><li>• 100% Rebate of Combined Revenues above the Base, up to \$1.3 Million or a 6-year Term, whichever comes first</li><li>• Reimbursement for Sidewalk Construction up to \$25,000 for a portion of sidewalk between the two hotel driveways, requested by the Village to provide a needed connection</li><li>• 20-year Operating Commitment</li><li>• Construction Timeline: Start by 9/1/25 and complete within 18 Months. It was noted that Khayat Enterprises have indicated its intention to begin construction immediately, and be completed within 12 months.</li></ul> <p>Trustee Garner, motioned, seconded by Trustee Thorstenson, to recommend the approval of rebating sales tax above an annual base retained by the Village, up to a maximum of \$1,300,000 over six years,</p>

	<p>and contributing up to \$25,000 toward construction of public sidewalk, to allow redevelopment and renovation of the Gurnee Hotel at 6161 Grand Avenue, Gurnee.</p> <p><b><u>Roll call,</u></b> <b>AYE:</b>           <b>6- Woodside, Ross, Garner, O’Brien, Balmes, Thorstenson</b> <b>NAY:</b>           <b>0- None</b> <b>ABSENT:</b>   <b>0- None</b> <b>Motion Carried.</b></p>
<b><u>H. PUBLIC COMMENT</u></b>	<p><b>None.</b></p>
<b>Adjournment</b>	<p>It was moved by Trustee Garner seconded by Trustee Balmes to adjourn the Public Hearing.</p> <p><b><u>Voice Vote:</u></b>   <b>ALL AYE:</b>       <b>Motion Carried.</b></p> <p>Mayor Hood adjourned the Public Hearing at 6:32 p.m.</p>
<b>Andrew Harris, Village Clerk</b>	

MINUTES OF THE PUBLIC HEARING

Public Hearing on the Fiscal Year 2025/2026 Proposed Budget.

GURNEE VILLAGE HALL  
APRIL 7, 2025

Call to Order	Mayor Hood called the public hearing to order at 6:40 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; 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; Brian Smith, Police Chief; Jeremy Gaughan, Deputy Police Chief.
Roll Call	<p><b>PRESENT:     6- Woodside, Ross, Garner, O'Brien, Balmes, Thorstenson</b></p> <p><b>ABSENT:       0- None</b></p>
	<p>Finance Director Gosnell presented a PowerPoint presentation on the proposed FY 2025/2026 Annual Budget.</p> <p>Gosnell reviewed the budget process and noted it includes work by departmental staff, as well as three public presentations that provide opportunity for public feedback.</p> <ul style="list-style-type: none"><li>• Nov-Dec 2024<ul style="list-style-type: none"><li>○ Multi-Year Financial Forecast (Internal)</li><li>○ Departmental Personnel Review</li><li>○ Departmental Capital Review</li></ul></li><li>• Jan-Feb 2025<ul style="list-style-type: none"><li>○ Multi-Year Capital Plan Presentation - January 6, 2025</li><li>○ Departmental Operating Budget Review</li><li>○ Village Board One on Ones</li></ul></li><li>• Mar-Apr 2025<ul style="list-style-type: none"><li>○ Budget Workshop #1- March 3, 2025</li><li>○ April 7, 2025 – Public Hearing<ul style="list-style-type: none"><li>▪ Noticed March 13, 2025 Daily Herald</li></ul></li><li>○ Approval – April 7, 2025</li></ul></li></ul> <p>Gosnell reviewed the Mayor’s Budget Message in the budget document noting the following:</p> <ul style="list-style-type: none"><li>• No Property Tax</li><li>• Healthy Reserves</li><li>• Low Debt Burden</li><li>• Low Cost of Water CLCJAWA</li><li>• Senior Discounts</li><li>• GFOA Award Since FY 2006/2007</li><li>• Continued Overfunding Pensions</li><li>• Capital Grant Program</li><li>• Advisory Committees<ul style="list-style-type: none"><li>○ Veterans</li><li>○ Environmental</li><li>○ Gurnee Cares</li><li>○ Arts</li></ul></li></ul> <p>Gosnell next reviewed the What’s New section of the budget document noting the following:</p> <ul style="list-style-type: none"><li>• Administration<ul style="list-style-type: none"><li>• Accountant Position</li><li>• IPBC Transition for Healthcare</li><li>• Office 365 &amp; Domain</li></ul></li></ul>

- Non-Profit Support, Gurnee Cares
- Additional Community Events
- New Website
- New Businesses
  - Primark/Boot Barn
  - Ten
  - Veterans Assistance
  - Paintball Explosion
  - Trio Fuel (BP Avalon)
- Community Development
  - Contractual Code Enforcement
  - Building Code Update
  - Largest Capital Plan
- Police Department
  - LakeComm
  - Apprenticeship Program/Records Supervisor
  - Flock Cameras
  - Drone Program
  - AI Technology
  - Health Screenings (Cardiac)
  - Social Worker
- Fire Department
  - Six FF/PM's
  - Public Safety Mechanic
  - Cardiac Monitors
  - Citizens Fire Academy
- Public Works
  - Maintenance Worker I/Locator
  - SCADA Master Plan
  - Fuel Island Replacement
  - 50/50 Parkway Trees
  - 50/50 Sidewalk Program
  - Mulch Delivery

Gosnell reviewed the Transmittal Letter noting the following:

- Budget Overview
- Priorities & Initiatives
  - Tied to Strategic Plan
- Factors Affecting the Budget
- Fund Balance & Bond Rating
- Planning & Reporting Elements
- GFOA Award
- Factors Affecting the Budget
- Healthcare Costs
  - IPBC
- Leveling the Playing Field Act
- Grocery Tax Repeal
- Watermain Replacement
- LakeComm
  - Apprentice Program
- Tier 2 Rollback
- Lead Times for Capital
- Low Debt Burden
- Business Attraction & Retention

Gosnell next reviewed the other information available in the Introduction section of the budget document noting the following:

- Organization & Services
  - Village Board & Executive Staff
  - Village History & Overview
- Demographics
- Organization Chart
- Budget Process
- Basis of Budgeting

- Fund Structure
- Financial Policies
- Glossary

Gosnell then transitioned into financial figures and reviewed the Executive Overview section of the budget document, presenting two charts that showed revenue and expense information and projected ending fund balance noting the following:

- Net Use of Fund Balance \$2.1M
  - 911 Fund -\$990K
  - MFT Fund -\$38K
  - PD Restricted Revenue -\$26K
  - Capital Improvement Fund -\$6.9M
  - Water & Sewer Fund -\$2.3M
  - Fleet Services -\$500K
- NLCC-ETSB and 911 Fund Closure

Projected Ending Fund balance at 4/30/2026:

- General Fund \$33.4M
- MFT Fund \$915K
- PD Restricted \$172K
- Economic Development \$785K
- Capital Imp Fund \$2.1M
- Golf Course Fund \$1.5M
- W&S Fund \$4.5M
- Health Insurance Fund -\$584K
- Fleet Services \$822K
- NLCC-ETSB and 911 Funds \$0

Gosnell reviewed the changes to personnel levels in each department noting the following:

- Budgeted FTE's 260.65 +17.25
- Unbudgeted FTE's 13.00
- Total Authorized FTE's 273.65
  - 73.4% Public Safety
  - 14.2% Public Works
  - 6.6% Administration
  - 5.8% Community Dev
- Contractual Employees
- Increase in headcount will be offset by transition to LakeComm

Gosnell reviewed Revenue across all funds noting the following:

Revenues by Fund

- Total Budget \$101.4M, +\$2.3M or 2.3%
- 52.7% General Fund
- 16.8% Pension Funds
- 10.7% W&S Operating & Capital Fund
- 8.9% Internal Service Funds
  - Health Insurance & Fleet Services
- 5.9% Capital Fund
- 4.8% Special Revenue Funds
  - 911 Fund, MFT Fund, Impact Fee Fund, PD Restricted Revenue Fund, Economic Development Fund
- 0.2% NLCC-ETSB
- 0.08% Golf Course

Revenues by Source

- 30 – Major Revenues 42.1%
- 34 – Charges for Service 20.4%
- 36 – Investment & Contributions 18.8%
- 53 – Fund Transfers In 10.9%
- 31 – Taxes 2.4%
- 33 – Intergovernmental 2.4%
- 35 – Fines & Forfeitures 1.4%
- 32 – Licenses & Permits 1.4%
- 39 – Other Sources 0.4%

#### Major Revenue Sources

- Total Budget \$42.6M, +\$1.7M or 4.13%
  - Sales Tax (Municipal State & Home Rule)
    - Year End Estimate (YEE) \$27.45M, Budget \$27.18M, +\$1.5M or 5.7% versus Prior Year Budget of \$25.70M
  - Amusement Tax
    - YEE \$4.17M, Budget \$4.15M, +\$450K or 12.2% versus Prior Year Budget of \$3.70M
  - Food & Beverage Tax
    - YEE \$2.88M, Budget \$2.85M, +200K or 7.5% versus Prior Year Budget of \$2.65M
  - Hotel Tax
    - YEE \$2.40M, Budget \$2.40M, +\$0K or 0.0% versus Prior Year Budget of \$2.40M
  - Income Tax
    - YEE \$5.25M, Budget \$5.47M, +\$246K or 4.7% versus Prior Year Budget of \$5.22M
  - Local Use Tax
    - YEE \$1.12M, Budget \$602K, -\$679K or -53.0% versus Prior Year Budget of \$1.28M

Gosnell next reviewed Expenditures across all funds, noting the following:

#### Expenditures by Fund

- Budget \$103.5M, +\$2.5M or 2.5%
- 51.6% General Fund
- 12.7% Utility Funds
- 12.4% Capital Funds
- 9.2% Internal Service Funds
  - Health Insurance
  - Fleet Services
- 8.1% Pension Trust Funds
  - Police & Fire Pensions
- 5.7% Special Revenue Funds

#### Expenditures by Type

- 41 – Salaries & Wages 36.7%
- 42 – Employee Benefits 14.3%
- 44 – Contractual Services 13.9%
- 47 – Capital 10.4%
- 54 – Fund Transfers Out 10.4%
- 49 – Other Financing Uses 5.4%
- 43 – Prof & Tech Services 3.6%
- 45 – Other Cont. Services 2.5%
- 46 – Supplies 2.3%
- 48 – Debt Service 0.5%

Gosnell reviewed Revenues and Expenses specific to the General Fund noting the following:

#### Revenues by Source

- Budget \$53.4M +\$1.9M or 3.6%
- 69.1% Major Revenues
  - Sales, Income, Amusement, F&B, Hotel and Use Taxes
- 16.7% Charges for Service
  - WWFPD, Ambulance, Off-Duty Police
- 4.5% Taxes
  - Road & Bridge, Resort, Telecom, Franchise
- 2.9% Investments & Contributions
- 2.4% Licenses & Permits
- 2.1% Fines & Forfeitures
- 1.0% Intergovernmental
  - Replacement Tax, Grants

#### Expenditures by Type

- Budget \$53.4M +\$1.9M or 3.6%
- 52.1% Salaries & Wages
- 15.9% Employee Benefits

- 15.4% Fund Transfers Out
  - Health Insurance \$4.3M
  - Economic Dev Fund \$3.1M
  - Fleet Services \$852K
- 5.3% Contractual Services
  - Cloud & Network, Body Cam, Comp Software, Public Works Contracts
- 4.1% Professional & Tech Services
  - LakeComm, Redflex, Legal
- 4.0% Other Contractual Services
  - Insurance, Training & Schools
- 2.2% Supplies
  - Ice Control, Electricity, Computers

Gosnell reviewed the proposed change to the Water & Sewer rates of 6%, noting the following:

- CLCJAWA Rate Adjustment +5%
- Overall Rate Adjustment +6%
- Pending Infrastructure Replacement
- Comparison To CLCJAWA Customers
  - Gurnee has the lowest cost of water among CLCJAWA communities and will remain the lowest with the 6% increase.

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

- Total \$19.9M, +\$3.4M or 20.6%
  - Transportation System \$9.9M
  - Buildings & Improvements \$2.1M
  - Water & Sewer \$5.0M
  - Vehicles & Equipment \$3.2M
  - Stormwater Management \$200K

Gosnell reviewed outstanding debt noting the only outstanding debt the Village has is an IEPA Loan with a balance of \$3.2M and a rate of 1.84%. Gosnell noted the Village is paying the debt down on a schedule to have the loan paid off early in 2030, 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
  - Principal Paid to Date: \$1,034,532
  - Interest Paid to Date: \$364,029
  - Additional Principal to Date: \$1,000,000
  - Current Payoff Date: 5/29/2030

Gosnell reviewed the items for consideration on the regular Village Board agenda noting the following:

- Approval of the FY 2025/2026 Budget
- Approval of the FY 2023/2024 General Fund Capital Contribution
  - \$2.75M Capital Improvement Fund
  - \$1.0M Golf Course Fund
  - \$250K Water & Sewer Capital Fund
- Approval of the Annual Fee Resolution
  - Water & Sewer Rate Adjustment
  - Tanker Fill Rate Increase to Reflect Actual Cost
  - Hydrant Meter Rental

Trustee Thorstenson asked about Major Revenues being flat from the year-end estimate and what the impact of a potential recession would be on each.

Gosnell noted the budget is still conservative given the trajectory and legislative changes to sales tax. Gosnell also noted historically Food & Beverage tax has been recession-proof to a certain extent and the first

	<p>revenues likely to be impacted by a recession would be Hotel and Amusement taxes.</p> <p>Trustee Garner, motioned, seconded by Trustee Balmes, to recommend the approval of the Fiscal Year 2025/2026 Proposed Budget.</p> <p><b><u>Roll call,</u></b> <b>AYE:</b> 6- Woodside, Ross, Garner, O’Brien, Balmes, Thorstenson <b>NAY:</b> 0- None <b>ABSENT:</b> 0- None <b>Motion Carried.</b></p>
<b><u>PUBLIC COMMENT</u></b>	<p>None.</p>
<b><u>Adjournment</u></b>	<p>It was moved by Trustee Balmes seconded by Trustee Garner to adjourn the Public Hearing.</p> <p><b><u>Voice Vote:</u></b> ALL AYE: Motion Carried.</p> <p>Mayor Hood adjourned the Public Hearing at 7:02 p.m.</p>
<b><u>Andrew Harris,</u></b> <b>Village Clerk</b>	



MINUTES OF THE REGULAR MEETING  
OF THE GURNEE VILLAGE BOARD

GURNEE VILLAGE HALL  
APRIL 7, 2025

Call to Order	Mayor Hood called the meeting to order at 7:04 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; 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; Brian Smith, Police Chief; Jeremy Gaughan, Deputy Police Chief.
Roll Call	<p><b>PRESENT:</b> 6-Woodside, Ross, Garner, O'Brien, Balmes, Thorstenson</p> <p><b>ABSENT:</b> 0-</p>
Pledge of Allegiance	Mayor Hood led the Pledge of Allegiance.
<u>A. 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> <b>AYE:</b> 6- Woodside, Ross, Garner, O'Brien, Balmes, Thorstenson <b>NAY:</b> 0- None <b>ABSENT:</b> 0- None <b>Motion Carried.</b></p>
<u>B. 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"><li>1. Approval of minutes from the March 17, 2025 meeting.</li><li>2. Approval of Fire Department request to waive the formal bidding process and award the purchase and installation of a US Digital Designs Phoenix G2 fire station emergency alerting system to Digicom Installations, Inc. in the amount of \$149,867.80 (LakeComm station alerting standardization).</li><li>3. Approval of Engineering Division request to waive the formal bidding process and award 2025 Pavement Evaluation Services to Infrastructure Management Services at a cost of \$34,665.00.</li><li>4. Approval of Police Department request to allow School Resource Officer Malcolm Kelly to attend the Emerging Drug Trends Conference from November 5-8, 2025, in Dallas, Texas, not to exceed \$2,500.00 (cost to be split 50/50 with Warren Township High School District 121).</li><li>5. Approval of reduction in performance bond for A. R. Building Company Inc.'s Milwaukee Avenue Apartment Development from \$1,414,828.00 to \$362,232.33.</li><li>6. Approval of annual performance bonus of 10% for the Village Administrator.</li><li>7. Approval of Payroll for period ending March 21, 2025 in the amount of \$999,526.25.</li><li>8. Approval of Bills for the period ending April 7, 2025 in the amount of \$2,701,905.40.</li></ol> <p>It was moved by Trustee Ross, seconded by Trustee Garner to approve the Consent Agenda for an omnibus vote as read.</p>

	<p><b><u>Roll call,</u></b> <b>AYE:</b> 6- Woodside, Ross, Garner, O'Brien, Balmes, Thorstenson <b>NAY:</b> 0- None <b>ABSENT:</b> 0- None <b>Motion Carried.</b></p>
<b><u>C. PETITIONS AND COMMUNICATIONS</u></b>	<p>1. Approval of Proclamation designating April 13 - 19, 2025 as "National Public Safety Telecommunicators Week" in the Village of Gurnee.</p> <p>Mayor Hood summarized the Proclamation.</p> <p>It was moved by Trustee O'Brien, seconded by Trustee Woodside to approve of a Proclamation designating April 13 - 19, 2025 as "National Public Safety Telecommunicators Week" in the Village of Gurnee.</p> <p><b>Voice Vote: ALL AYE: Motion Carried.</b></p>
<b><u>D. REPORTS</u></b>	<p>None.</p>
<b><u>E. OLD BUSINESS</u></b>	<p>None.</p>
<b><u>F. NEW BUSINESS</u></b>	<p>1. Approval of Ord. 2025 – 19 approving the annual budget of the Village of Gurnee, County of Lake, State of Illinois, for the Fiscal Year beginning May 1, 2025 and ending April 30, 2026.</p> <p>6:40 p.m. Public Hearing item.</p> <p>It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Ord. 2025 – 19 approving the annual budget of the Village of Gurnee, County of Lake, State of Illinois, for the Fiscal Year beginning May 1, 2025 and ending April 30, 2026.</p> <p><b><u>Roll call,</u></b> <b>AYE:</b> 6- Woodside, Ross, Garner, O'Brien, Balmes, Thorstenson <b>NAY:</b> 0- None <b>ABSENT:</b> 0- None <b>Motion Carried.</b></p> <p>2. Approval of Ord. 2025 – 20 amending Chapter 32, Article II, Section 38 of the Gurnee Municipal Code pertaining to the Comprehensive Fee Schedule.</p> <p>Administrator Muetz said that annually staff updates the Comprehensive Fee Schedule with any changes in fees. Therefore, any fees listed there that have changed require a code amendment. He stated changes this year relate to the Village's water and sewer rates/service charges and tanker fill rates. More specifically:</p> <p>Section 32-38 - Utility Fees</p> <p>a. Water &amp; Sewer (Usage) Rates</p> <p>i. Increase rates for water by 6.0% from \$5.66 to \$6.00 per 1,000 gallons</p> <p>ii. Adjust the discounted rate of \$1.89 to \$1.98 (CLCJAWA Rate for FY 25/26) per 1,000 gallons for qualifying customers under the Senior Discount Program</p> <p>iii. Increased rates for sewer by 6.0% from \$1.77 to \$1.88 per 1,000 gallons</p> <p>iv. Increased water and sewer service charges (flat fee) by 6.0% for various meter sizes</p> <p>It was moved by Trustee Balmes, seconded by Trustee Garner to approve of Ord. 2025 – 20 amending Chapter 32, Article II, Section 38 of the Gurnee Municipal Code pertaining to the Comprehensive Fee Schedule.</p> <p><b><u>Roll call,</u></b> <b>AYE:</b> 6- Woodside, Ross, Garner, O'Brien, Balmes, Thorstenson <b>NAY:</b> 0- None <b>ABSENT:</b> 0- None <b>Motion Carried.</b></p>

3. Approval of Ord. 2025 – 21 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 as discussed during the FY 25/26 budget preparation process, staff is proposing transferring \$4.0 million of FY 23/24 surplus to the following Funds:

- Capital Improvement Fund (131) - \$2,750,000 for future non-water & sewer capital projects.
- Water & Sewer Capital Improvement Fund (223) - \$250,000 for designing future watermain replacement projects.
- Golf Course Fund (211) - \$1,000,000 for offsetting a portion of the cost of the pending irrigation system replacement project anticipated in the summer of 2026

Muetz stated following the transfer, that the projected General Fund balance at the end of FY 24/25 is \$33,358,048 or 73.8% of FY 25/26 proposed expenditures. At the end of the FY 24/25 audit, any excess funding will be reviewed for possible transfer in conjunction with FY 26/27 budget preparation.

It was moved by Trustee Garner, seconded by Trustee Ross to approve of Ord. 2025 – 21 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- Woodside, Ross, Garner, O’Brien, Balmes, Thorstenson

**NAY:** 0- None

**ABSENT:** 0- None

**Motion Carried.**

4. Approval of Ord. 2025 – 22 approving a Redevelopment Agreement between the Village of Gurnee and Ten Hotel & Residences, LLC for property located at 6161 Grand Avenue, Gurnee, Illinois.

6:20 p.m. Public Hearing item.

It was moved by Trustee O’Brien, seconded by Trustee Garner to approve of Ord. 2025 – 22 approving a Redevelopment Agreement between the Village of Gurnee and Ten Hotel & Residences, LLC for property located at 6161 Grand Avenue, Gurnee, Illinois.

**Roll call,**

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

**NAY:** 0- None

**ABSENT:** 0- None

**Motion Carried.**

5. Approval of Ord. 2025 – 23 authorizing the execution of an Amendment to a Small Business Capital Investment Grant Agreement with Top Shelf Ice Arena LLC for property located at 6152 Grand Avenue Gurnee.

Administrator Muetz said Top Shelf Ice Arena was awarded a second \$50,000 Transformational Grant in May of 2024 to allow the replacement of compressors, rooftop units and the hot water heater that services the Referees’ Room. Earlier this year the Zamboni ice resurfacing machine on-site broke down and was determined to be no longer serviceable. As this is a key piece of equipment to allow the ice rink to function, a used Zamboni in the amount of \$40,000 was purchased. Purchasing the unit has delayed some the HVAC improvements included in the second grant. Since the Zamboni is a key component in the operation, Top Shelf has requested it take the place of some the planned HVAC work in the grant reimbursement. Muetz stated Top Shelf has committed that the machine will remain on-site if the property changes hands, thereby categorizing it as a capital investment. The most recent HVAC and Zamboni investments total \$130,000. Muetz stated Top Shelf has invested over \$300,000 in the facility over the past two years as part of the Villages’ grant program, with the Village approving reimbursements totaling \$110,000.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Ord. 2025 – 23 authorizing the execution of an Amendment to a Small Business Capital Investment Grant Agreement with Top Shelf Ice Arena LLC for property located at 6152 Grand Avenue Gurnee.

**Roll call,**  
**AYE:**           6- Woodside, Ross, Garner, O’Brien, Balmes, Thorstenson  
**NAY:**           0- None  
**ABSENT:**    0- None  
**Motion Carried.**

6. Approval of Ord. 2025 - 24 authorizing the execution of a Professional Services Agreement with Clark Dietz, Inc. for Construction Oversight Services for the Glen Flora, Blackburn, and Ferndale Roadway Reconstruction Project.

Administrator Muetz said as part of the 2025 Capital Improvement Program, the Village will rehabilitate Glen Flora Avenue, Blackburn Street, and Ferndale Street (north of 41, south of Grove, east of Delany, west of the railroad tracks). The existing roadway pavement in these areas has deteriorated and requires replacement. Additionally, Glen Flora Avenue will be extended to Estes Street to provide residents with access to a signalized intersection, improving traffic safety by reducing dependence on Route 41. The project will also involve water main and sidewalk improvements. The Village has been working with Clark Dietz on multiple projects since 2017. Every project thus far has been successful and Clark Dietz has proven its ability to perform oversight work for the Village. Muetz stated staff recently met with Clark Dietz to develop a construction oversight proposal for this area. Clark Dietz provided a proposal for the area with a not to exceed budget of \$175,000.

It was moved by Trustee Thorstenson, seconded by Trustee Balmes to approve of Ord. 2025 - 24 authorizing the execution of a Professional Services Agreement with Clark Dietz, Inc. for Construction Oversight Services for the Glen Flora, Blackburn, and Ferndale Roadway Reconstruction Project.

**Roll call,**  
**AYE:**           6- Woodside, Ross, Garner, O’Brien, Balmes, Thorstenson  
**NAY:**           0- None  
**ABSENT:**    0- None  
**Motion Carried.**

7. Approval of Ord. 2025 – 25 authorizing the execution of a Professional Services Agreement with FGM Architects for Preliminary Design, Documenting and Construction Administration Services for the Fire Station #2 Renovation Project.

Administrator Muetz said the Village has successfully partnered with FGM Architects in the past, most notably for the Fire Station #3 construction project as well as the Fire Station #1 front office and bunkroom renovation. Included in the FY 24/25 Budget is funding to begin the Fire Station #2 front office and bunkroom renovation project. Fire Station #2 was built in 1995. Since that time, Station operations have changed and the front office area as currently configured does not meet departmental needs. In addition, the bunkroom is currently an open-air space. Muetz stated the plan is to create individual sleeping quarters like the design at Fire Stations #1 and #3. Staff worked with FGM to develop a proposal to assist with design, documenting, bidding and construction oversight. Based on the estimated construction budget of \$800,000, FGM quoted the Village a lump sum cost of \$69,000 (8.625% of construction costs). Muetz stated planning will take place over the summer and fall, with construction estimated to begin over the winter months. Once construction is bid, staff will return before the Village Board with recommendations on awarding that work.

It was moved by Trustee O'Brien, seconded by Trustee Ross to approve of Ord. 2025 – 25 authorizing the execution of a Professional Services Agreement with FGM Architects for Preliminary Design, Documenting and Construction Administration Services for the Fire Station #2 Renovation Project.

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

8. Approval of Ord. 2025 – 26 dissolving the Northeast Lake County Consolidated Joint Emergency Telephone Systems Board (NLCC-JETSB) effective upon the commencement date of the JETSB of Lake County.

Administrator Muetz said with the transition to LakeComm, individual emergency telephone systems boards (ETSBs) will dissolve and members will become part of the JETSB of Lake County. As a part of the process, the State 9-1-1 Administrator must review and approve the request for consolidation, including the dissolution of current ETSBs and the formation of the new JESTB. Muetz stated the consolidation application has been completed and member ETSBs must include their ordinances dissolving their ETSBs. He stated this is Gurnee's. Muetz clarified that the current Northeast Lake County Consolidated JETSB will remain in place supporting the Gurnee 9-1-1 center until the State 9-1-1 Administrator approves the consolidation. Once approved, 9-1-1 surcharge funding that currently is distributed to individual ETSBs will be sent to the new JETSB of Lake County.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to approve of Ord. 2025 – 26 dissolving the Northeast Lake County Consolidated Joint Emergency Telephone Systems Board (NLCC-JETSB) effective upon the commencement date of the JETSB of Lake County.

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

9. Approval of Ord. 2025 – 27 authorizing the execution of a five-year contract for police equipment, software and other related services with Axon Enterprise, Inc.

Deputy Chief Gaughan stated the Police Department is requesting approval for a new five-year contract with Axon, which would provide critical technology upgrades for the Gurnee Police Department at an annual cost of \$371,039.79, totaling \$1.86 million over the life of the contract. He stated the current Axon agreement, approved in 2022 and set to expire in 2027, provides the Department with body-worn cameras, TASER 7s, the Signal Side Arm system, and access to Evidence.com, all at an annual cost of \$116,194.26. While still active, the contract reflects technology that is already being outpaced. He stated since the current agreement was approved Axon has introduced powerful new tools that improve officer safety, reduce administrative burdens, and increase transparency. During recent pilot programs, the Gurnee Police Department tested several of these tools-such as AI-powered report writing and FOIA redaction and saw firsthand how they can dramatically reduce staff workload and streamline operations.

The new contract expands coverage to 70 officers and includes significant additions:

- Upgraded body-worn cameras with live language translation to better serve our diverse community
- Next-generation TASER 10s, redesigned for safer, more effective deployment
- DraftOne AI report-writing software, allowing officers to spend more time in the field and less at a desk
- FOIA AI redaction software, accelerating response times for public records requests
- Fusus real-time crime center integration, linking surveillance from schools, Six Flags, and Gurnee Mills into one platform for critical incident response
- GeoTab Telematics for vehicle tracking, driver behavior monitoring, and fleet maintenance
- Virtual Reality training, providing immersive, high-quality officer training on an ongoing basis

Deputy Chief Gaughan stated the upgrade is not just about keeping up with technology; it is about using it to supplement manpower. With increasing demands on our officers, these tools help us operate more efficiently without additional personnel. AI, real-time data, and automated processes free up valuable time so officers can focus on what matters most, which is keeping the community safe.

He continued to state while the new annual cost of \$371,039.79 is higher, it includes far more services and technology. Importantly, by restructuring the agreement now, Axon has agreed to waive the remaining \$116,000 owed on the current contract. Over the life of the new contract, the Village also realize an average annual savings of nearly \$300,000 through negotiated discounts and bundled services.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of Ord. 2025 – 27 authorizing the execution of a five-year contract for police equipment, software and other related services with Axon Enterprise, Inc.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

10. Approval of Ord. 2025 – 28 authorizing the execution of an agreement with Paladin Drones, Inc. to provide equipment and services for a Drone as a First Responder Program.

Deputy Chief Gaughan stated this request relates to the Department’s request to establish a Drone as a First Responder (DFR) Program. He stated many companies offer DFR programs at significantly higher costs. The Department evaluated multiple vendors and is recommending to partner with Paladin. The contract includes both the drone and the docking station which will be placed on the roof of the Police Department. The program allows the ability for a drone to launch immediately when a call is dispatched. The drone travels to the incident autonomously and provides real-time intelligence before officers arrive on scene. He stated the drone has a five-mile range and should be able to reach most locations in the Village within 90 seconds. This is particularly beneficial for in-progress crimes, search and rescue operations, traffic accidents and other critical incidents. He continued to state officers on the scene have the ability to take over control of the drone.

Deputy Chief Gaughan stated the initial investment is \$55,600, which includes a \$23,000 discount from Paladin as the Gurnee Police Department will be its first Illinois customer. Going forward, annual service and software fees total \$47,000. He concluded by stating the Gurnee Police Department will be one of the first departments in the State of Illinois to implement a DFR program.

Trustee Ross asked how this will affect LakeComm. Deputy Chief Gaughan said this does not affect LakeComm at this point as this drone will be launched by Gurnee personnel.

Trustee O’Brien asked if this drone will have FLIR (thermal imaging).

Deputy Chief Gaughan said it does, as does another drone the Gurnee Police Department is currently using in a different fashion. He then shared that the FLIR feature is used regularly with success.

It was moved by Trustee O’Brien, seconded by Trustee Thorstenson to approve of Ord. 2025 – 28 authorizing the execution of an agreement with Paladin Drones, Inc. to provide equipment and services for a Drone as a First Responder Program.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

11. Approval of Engineering Division’s recommendation to award the 2025 Street Maintenance Resurfacing Program to the low bidder, Peter Baker & Sons Co., at a cost of \$5,275,472.54.

Administrator Muetz said the FY 25/26 Resurfacing Program includes the resurfacing and rehabilitation of approximately 7.5 miles of Village roadways, patching, and curb and gutter work. The Village received two bids for the work, with Peter Baker being the low bidder at \$5,275,472.54. This is approximately \$1 million under what staff estimated the program would come in at. Muetz said comparing staff estimates to the actual bid, the unit pricing for Pavement Patching, Hot-Mix Asphalt, Subgrade Excavation and Traffic Control and Protection are lower than pricing received last year. He continued to state staff is awaiting the bids for the Road Reconstruction Project and Quality Acres Project before recommending what to do with the savings, which may include additional roadway and other projects, like the Bittersweet parking lot for example. Regarding this, a recommendation will most likely be included on the April 21st Village Board agenda.

It was moved by Trustee Garner, seconded by Trustee Balmes to approve of Engineering Division’s recommendation to award the 2025 Street Maintenance Resurfacing Program to the low bidder, Peter Baker & Sons Co., at a cost of \$5,275,472.54.

**Roll call,**  
**AYE:**               **6- Woodside, Ross, Garner, O’Brien, Balmes, Thorstenson**  
**NAY:**               **0- None**  
**ABSENT:**       **0- None**  
**Motion Carried.**

12. Approval of Police Department request to purchase two 2025 Chevrolet Tahoe 4WD PPV Police Interceptors and one 2025 Chevrolet Silverado 4WD SSV pick-up from Miles Chevrolet at a cost of \$165,447.00 (Police Department Units #141, #154, and #176).

Administrator Muetz said the FY 25/26 Approved Budget includes the replacement of seven Police vehicles, including six squads and one CSO pick-up. Typically, staff seek approval of vehicle and equipment purchases shortly after the budget is adopted. The decision on what vehicles to replace is based on both day-to-day experience with the vehicle as well as the Vehicle Replacement Score (VRS), which is generated by our Computerized Fleet Analysis (CFA) software using factors such as age, mileage and repair costs. Muetz stated the units being replaced range from 2017 to 2019 model years with Vehicle Replacement Scores of 58 to 69. The average engine hours for these seven vehicles is about 16,500 hours. With the industry standard formula of engine hours x 33 miles, these vehicles have an average equivalent of 544,500 miles. Muetz stated depending on when the new vehicles are in service staff will keep some of the current vehicles in the fleet and step them down to different roles. Staff anticipates five of the seven units will be stepped-down to replace older vehicles. Two new squads will be 2025 Chevrolet 4WD Tahoe PPV Police Interceptors. Fleet Services received pricing of \$54,629.00 for each of the Tahoes. The CSO pick-up will be a 2025 Silverado. The price of this vehicle is \$49,180.00. Muetz stated Miles Chevrolet once again holds the Illinois Sate Purchasing Contract for PPV Tahoes and SSV Silverados. Upfitting costs will be included on the future agenda.

Trustee Balmes asked about the continued delays in upfitting units. Administrator Muetz explained three units that have been on-site for some time are currently at the upfitter.

Trustee Balmes asked if they are ever going to get caught up. Administrator Muetz said he does not have an answer to that question, but units must be purchased so they are available to send for upfitting when equipment is finally secured.

It was moved by Trustee Ross, seconded by Trustee Thorstenson to approve of Police Department request to purchase two 2025 Chevrolet Tahoe 4WD PPV Police Interceptors and one 2025 Chevrolet Silverado 4WD SSV pick-up from Miles Chevrolet at a cost of \$165,447.00 (Police Department Units #141, #154, and #176).

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

13. Approval of Police Department request to purchase four 2025 Ford Interceptor PPV pick-up from Currie Motors at a cost of \$194,324.00 (Police Department Units #156, #157, #162 and #174).

Administrator Muetz said the remaining four squads are proposed to be Ford Interceptors. One of the units will serve as a replacement K-9 unit, the other three will be patrol units. Currie Motors has the Suburban Purchasing Cooperative (SPC) contract for Ford Interceptors. The Suburban Purchasing Cooperative is sponsored by the Northwest Municipal Conference, DuPage Mayors & Managers Conference, South Suburban Mayors and Managers Association and Will County Governmental League. Economies of scale in terms of pricing and staff resources are the prime objectives of the SPC Joint Purchasing Program.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of Police Department request to purchase four 2025 Ford Interceptor PPV pick-up from Currie Motors at a cost of \$194,324.00 (Police Department Units #156, #157, #162 and #174).

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

14. Approval of Public Works Department request to purchase three Peterbilt 548 chassis and one Peterbilt 537 chassis from JX Peterbilt of Wadsworth, IL at a cost of \$551,488.47 (Public Works Department Units #276, #292, #687 and #689).

Administrator Muetz said included in the FY 25/26 Budget is the replacement of three Public Works plow trucks as well as the Utility Division crane truck.

As it relates to the Plow Truck chassis Muetz stated three plows are scheduled for replacement this FY. They are one 2014 and two 2015 models. Two of the three units being replaced will be stepped down to spare trucks, which will push older units currently kept as spares out of the fleet. Staff is proposing to once again replace them with Peterbilt 548 chassis. Muetz stated this is the chassis the Village has been purchasing for snowplows. The Peterbilt's have held up very well compared to other manufacturers. Staff continues to be pleased with their performance and the service from JX Peterbilt.

As it relates to the Crane Truck chassis Muetz stated Unit #689 is a 2012 Navistar 7400 chassis with a utility body and a 7,000 lb. crane proposed to be replaced with a 2025 Peterbilt 537 chassis with utility body and an 8,500 lb. crane. This truck is primarily used for the Utility Division service vehicle. He stated it is used to maintain lift stations, fire hydrants, water vaults and manholes to name a few. It also serves as a back-up main break truck and is used for heavy lifting that may be needed during general Village operations. The current unit has significant rust in the wheel wells that is spreading inside the compartments. In addition, its age and model qualify it for replacement per vehicle schedules.

Muetz said upfitting of these four units will appear on a future Village Board agenda for consideration. There is not a state bid for Peterbilt chassis available through State of Illinois CMS at this time. As a result, the Fleet Administrator worked to put together a chassis specification and then solicited a quote from JX Peterbilt with Sourcwell pricing.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Public Works Department request to purchase three Peterbilt 548 chassis and one Peterbilt 537 chassis from JX Peterbilt of Wadsworth, IL at a cost of \$551,488.47 (Public Works Department Units #276, #292, #687 and #689).



	<p><b><u>Roll call,</u></b> <b>AYE:</b> 6- Woodside, Ross, Garner, O'Brien, Balmes, Thorstenson <b>NAY:</b> 0- None <b>ABSENT:</b> 0- None <b>Motion Carried.</b></p> <p>15. Approval of Public Works Department request to purchase one 2025 Dodge 5500 Crew Cab chassis upfitted with a Terex Hi-Ranger LT40 boom from Custom Truck at a cost of \$180,535.00 (Public Works Unit #273).</p> <p>Administrator Muetz said included in the FY 25/26 Budget is the replacement of the Public Works small bucket truck. Current Unit #273 is a 2012 Dodge 5500 with a 38' aerial bucket. The unit has over 5,000 engine hours on it. It is primarily used for lights and signs operations within Public Works. He stated staff is proposing to replace the unit with a 2025 Dodge 5500 Crew cab chassis with a 40' aerial bucket. The Village purchased its larger bucket truck from Custom Truck of Union Grove, WI and has been very pleased with the unit. As such, staff once again worked with Custom Truck on the replacement of the small bucket truck. The price of the replacement unit as spec'd is \$180,535.00. This pricing is better than the Village was able to secure via the Sourcewell Purchasing cooperative.</p> <p>It was moved by Trustee O'Brien, seconded by Trustee Ross to approve of Public Works Department request to purchase one 2025 Dodge 5500 Crew Cab chassis upfitted with a Terex Hi-Ranger LT40 boom from Custom Truck at a cost of \$180,535.00 (Public Works Unit #273).</p> <p><b><u>Roll call,</u></b> <b>AYE:</b> 6- Woodside, Ross, Garner, O'Brien, Balmes, Thorstenson <b>NAY:</b> 0- None <b>ABSENT:</b> 0- None <b>Motion Carried.</b></p>
<b><u>G. PUBLIC COMMENT</u></b>	
Keith Owens 6464 Doral Drive Gurnee, IL	Mr. Owens congratulated those who were re-elected. He then referenced the Opens Meeting Act and his concerns about Gurnee not having recorded rules related to Public Comment. Mr. Owens stated that in the past, Public Comment was at the beginning and at the end of the agenda, and was not limited in any fashion. He then referenced Roberts Rules of Order and stated that in 2019 Public Comment was moved to the end of the meeting. He stated this is the fourth time he has brought this up and is hopeful that it is being discussed. Mr. Owens stated he contacted the Illinois Attorney General Public Access Counselor's Office, who told him Public Comment does not have to be at the beginning of the agenda, but public bodies are required to have written rules related to Public Comment. He requested the Village codify rules.
<b>Closing Comments</b>	None.
<b>Adjournment</b>	<p>It was moved by Trustee Balmes, seconded by Trustee Garner to adjourn the meeting.</p> <p><b><u>Voice Vote:</u> ALL AYE: Motion Carried.</b></p> <p>Mayor Hood adjourned the meeting at 8:01 p.m.</p>
Andrew Harris, Village Clerk	