

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

**GURNEE VILLAGE HALL
MARCH 17, 2025**

Call to Order

Mayor Hood called the meeting to order at 7:00p.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; 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

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

ABSENT: 0-

Pledge of Allegiance

Mayor Hood led the Pledge of Allegiance.

Mayor Hood recognized the Warren Township High School Boys Varsity Basketball team for coming in second place in the State of Illinois 4A Division. He stated the season created memories and lessons that will serve them well in life. Mayor Hood presented the coaches and players gift cards as a small recognition of the great accomplishments during the season.

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

**B. CONSENT
AGENDA /
OMNIBUS VOTE**

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

1. Approval of minutes from the March 3, 2025 meeting.
2. Approval of Ord. 2025 - 14 approving and publishing the official Zoning Map of the Village of Gurnee.
3. Approval of Public Works Department request to allow Water Utility Manager Brett Fritzier to attend the American Water Works Association Annual Conference and Exposition in Denver, CO from June 8 – 11, 2025 at a cost not to exceed \$3,000.00.
4. Approval of granting a Class 9 Liquor License and waiving the fee for the Exchange Club of Gurnee for the Village of Gurnee/Gurnee Park District Bonfires & Brews event on May 3, 2025.
5. Approval of Engineering Division request to set a bid date of April 14, 2025 for the 2025 Road Reconstruction Project and the Quality Acres Sanitary Sewer Extension Project.
6. Approval of Payroll for period ending March 7, 2025 in the amount of \$993,508.40.
7. Approval of Bills for the period ending March 17, 2025 in the amount of \$1,545,120.83.

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

C. PETITIONS AND COMMUNICATIONS

1. Approval of a Proclamation designating March 24 – 28, 2025 as “First Responder Wellness Week” in the Village of Gurnee.

Mayor Hood summarized the Proclamation.

It was moved by Trustee Thorstenson, seconded by Trustee Garner to approve of a Proclamation designating March 24 – 28, 2025 as “First Responder Wellness Week” in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried.

2. Approval of Proclamation designating April as “Fair Housing Month” in the Village of Gurnee.

Mayor Hood summarized the Proclamation.

It was moved by Trustee O'Brien, seconded by Trustee Ross to approve of a Proclamation designating April as “Fair Housing Month” in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried.

3. Approval of Proclamation designating April as “9-1-1 Education Month” in the Village of Gurnee.

Mayor Hood summarized the Proclamation.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of a Proclamation designating April as “9-1-1 Education Month” in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried.

4. Approval of Proclamation designating April as “Child Abuse Prevention Month” and recognizing the Blue Kids Lake County Project.

Mayor Hood summarized the Proclamation.

It was moved by Trustee Ross, seconded by Trustee Garner to approve of a Proclamation designating April as “Child Abuse Prevention Month” and recognizing the Blue Kids Lake County Project.

Voice Vote: ALL AYE: Motion Carried.

5. Approval of Proclamation designating April as “Alcohol Awareness 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 April as “Alcohol Awareness Month” in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried.

D. REPORTS

None.

E. OLD BUSINESS

None.

F. NEW BUSINESS

1. Approval of Ord. 2025 – 15 granting a Zoning Map Amendment pursuant to the Gurnee Zoning Ordinance for a portion of 6161 Grand Avenue.

Administrator Muetz said Khayat Enterprises has proposed to purchase the former Holiday Inn and convert into Ten Hotel and Residences. He stated highlights of the proposal include converting 113 hotel rooms in

the building's southern wing to 80 multi-family residential units. The unit mix includes 48 studio/efficiency and 32 one-bedroom apartments. The residential units will be targeted to occupants 21 years and older, with one occupant allowed in studio units and two occupants allowed in one-bedroom units. The project also calls for the renovation and reuse of the remaining 105 hotel rooms on the west end of the building, remodeling the on-site restaurant and rebranding it to the new Maple Restaurant & Café/Tapas Restaurant. In order to accomplish these plans there are three requests before the Village Board:

1. Zoning Map Amendment to rezone a portion of the property (approximately 0.09 acres) from R-1, Single Family Residence District to C-2, Community Commercial District;
2. Special Use Permit for a Preliminary Planned Unit Development (PUD) Plan application with certain departures from the Village's Zoning Ordinance to redevelop 80 residential units and renovate hotel rooms and restaurant; and
3. Final Planned Unit Development (PUD) Plan application;

Administrator Muetz stated the Special Use Permit includes 12 conditions, ten that are the standard conditions the Village places on electronic message board signs, and the other two related to parking for the site.

Community Development Director Ziegler reviewed the requests and added the first item under New Business. It is the second part of the forced annexation that was approved at that last Village Board meeting. The second ordinance under New Business introduces multi-family residential into the C-2 District, but only for this property. It also allows offsite parking coupled with valet services to meet the requirements for the multiple uses for the site. Ziegler stated the site is deficient 134 parking spaces as it exists today and a combination of valet and parking agreements will address this deficiency. Finally, it allows adjustments to the size/location of the existing ground sign and includes an electronic message board subject to ten conditions.

Director Ziegler then provided a general overview of the proposal:

- Converting 113 hotel rooms in the building's southern wing to 80 multi-family residential units:
 - The unit mix includes 48 studio/efficiency and 32 one-bedroom apartments.
 - The residential units will be targeted to occupants 21 years and older, with one occupant allowed in studio units, two occupants allowed in one-bedroom units and no pets.
- Renovating and reusing the remaining 105 hotel rooms on the west end of the building.
- Remodeling the on-site restaurant and rebranding it to the new Maple Restaurant & Café/Tapas Restaurant. The restaurant will be available to the public and hotel guests.

He next reviewed the requested exceptions for the proposal:

1. To allow multi-family dwellings on the ground floor in the C-2 Community Commercial District. The Gurnee Zoning Ordinance allows dwellings above the ground floor as a permitted use in the C-2 Community Commercial District.
 - This exception would be to Table 8-1 - Use Matrix of the Gurnee Zoning Ordinance.
2. To allow the use of valet parking and off-site parking spaces for deficiency of onsite parking. The required parking and details of the valet parking and offsite parking are described in the project description.
 - This exception would be to Table 11-2 - Off-Street Parking Requirements of the Gurnee Zoning Ordinance.
3. The updated monument sign will use the existing monument base. The new sign is 13'-7½" in height. This exceeds the maximum height of 12' and will require an exception.
 - This exception would be to Article 13 - Signs of the Gurnee Zoning Ordinance.
4. The proposed sign that is using the existing sign base is 8'-6" from the curb on the east side of the sign. The distance from a driveway should be a minimum of 10'.

- This exception would be to Article 13 - Signs of the Gurnee Zoning Ordinance.
5. An electronic message board sign.
- This exception would be to Article 13 - Signs of the Gurnee Zoning Ordinance.

Director Ziegler stated that the requests were approved unanimously by the Planning & Zoning Board subject to 12 conditions; ten related to the electronic message board sign and two related to parking.

Mayor Hood asked the petitioner to provide any additional information it would like to.

Glenn Christensen, consultant assisting Khayat Enterprises, stated the request does not include any new buildings. It is limited to the current structures on-site. He stated the residential portion will have secure entry/exits and with guaranteed parking. He stated the signage requests are partially due to using the existing base. The proposed sign will be the same size and in the same location. The current sign was installed under a previous ordinance and was in compliance at that time. He continued to state the parking needed was based on all the uses being occupied at the same time. Mr. Christensen stated valet service arrangements have been made to address the shortage. He stated the majority of the work will be interior, with just cosmetic and landscaping improvements on the exterior. He stated impact fee agreements with the other taxing agreements are nearing finalization. Mr. Christensen concluded by stating this proposal will bring much needed housing units, revenue and new life to the property.

Chris Khayat stated he is taking great pride in this project. He stated they are excited to save this property with a fresh and new approach. He then asked other members of his family to review the proposed improvements.

Elliot Khayat reviewed hotel occupancy in Gurnee and how it relates to this property. He stated most hotels in Gurnee have 70-80 rooms and run at 70% occupancy. This property has 210 rooms, which presented a challenge and is part of the reason why the conversion to some residential is proposed. He stated they plan to provide a fresh appearance and atmosphere to the entire property.

Nikki Khayat reviewed vision boards stating the goal is to have the property be the crown jewel of Gurnee. The workout facility to be upgraded with yoga and flex space added. She stated a focus will be on bringing business back to the banquet space.

Christian Khayat stated the name and project are dedicated to their younger brother, Marshall, who passed away in 2003. His sports number was always ten, hence the name of the facility.

Elliot Khayat next reviewed the planned improvements in the entry, banquet space and apartments. He stated the rents will be competitive to other rents in Gurnee.

Nikki Khayat stated they are trying to make the residences feel different than the hotel with high-end finishes and quality material that will hold-up over time.

Elliot Khayat reviewed the apartment floor plans. He stated a main focus will be amenities including on-site, full-service laundry service, maid service and 24-hour room service. He also discussed the on-site market, stating it would feature local vendors. The lounge will feature two golf simulators for both residents and hotel guests. The courtyard, pool area and gym will also see improvements. He stated they believe they will be able to bring a lot of business back to the banquet space, including through partnerships such as one with Naval Station Great Lakes. The facility is 10,000 square feet and can seat up to 600 guests. It can also be divided into four separate spaces.

Christian Khayat stated they will have an on-site valet service available seven days a week. Parking agreements with Rohrman to the west and Gurnee Mills are nearing completion. He stated the service can park up to 150 cars per hour.

Elliot Khayat next discussed security, stating they have contracted with McCarthy & Byrnes.

Robert Byrnes, Partner & COO – McCarthy & Burns, stated they are excited to be a part of the project. He stated the firm brings a breadth of experience that will benefit the property and surround community. They will assist with polices, employee training, facility access, technology implementation and will work with the Gurnee Police Department. He stated the partnership will be on-going.

Elliot Khayat stated that they concluded their presentation.

Mayor Hood asked for questions from the Village Board.

Trustee Garner thanked them for the proposed investment. He asked how long until they can open. Elliot Khayat said three months for the residential building and eight months to a year for the hotel.

Trustee Balmes said this is a beautiful project and asked about the access to the amenities for the residents. Elliot Khayat said gym access is 24 hours, the pool will be limited to certain hours and the restaurant/lounge until 2:00 a.m. if needed.

Trustee Balmes asked where the lounge will be located. Elliot Khayat said in the same place it is currently.

Trustee Woodside asked what would be shared between hotel guests and residents. Elliot Khayat explained the internal layout and access between the two areas. In addition, he stated there will be separate elevators for each.

Trustee Balmes asked if residents must use the same hallways as the hotel guest to access the amenities. Elliot Khayat explained yes for the pool area but they will have a separate side entrance for the gym.

Trustee O'Brien said he is super excited about the project, stating it will compliment other attractions in the Village. He asked if the electronic message board portion, not the entire sign, will be dark from midnight until 6:00 a.m. Elliot Khayat stated only the electronic message board will be dark.

Trustee Thorstenson stated the golf simulators are an excellent idea. She asked about the cameras and if they could livestream to the Gurnee Police Department. Mr. Byrnes stated they would not livestream, but could be accessed through hotel staff when requested. He stated they are internal cameras, not license plate readers.

Trustee Thorstenson asked Deputy Chief Gaughan about the location of current FLOCK cameras. He responded.

Trustee Thorstenson asked about the sign setback. Community Development Director stated there is no change in the existing sign location. The proposal uses the current sign base.

Trustee Ross asked where the entrance to the resident gated parking area will be. Glenn Christensen stated the main access gate will be off Tri-State Parkway. The second gate is for emergency access/vehicles. He stated delivery trucks could use the gates if needed.

Trustee Thorstenson asked if the banquet room will close at 10:00 p.m. Chris Khayat said they will go past that.

It was moved by Trustee Balmes, seconded by Trustee Ross to approve of Ord. 2025 – 15 granting a Zoning Map Amendment pursuant to the Gurnee Zoning Ordinance for a portion of 6161 Grand Avenue.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

2. Approval of Ord. 2025 – 16 approving a Special Use for a Planned Unit Development located at 6161 Grand Avenue and approval of

Preliminary Plans; Final Plans and Public Unit Development Agreement.

Summarized under New Business Item #1.

It was moved by Trustee Thorstenson, seconded by Trustee O'Brien to of Ord. 2025 – 16 approving a Special Use for a Planned Unit Development located at 6161 Grand Avenue and approval of Preliminary Plans; Final Plans and Public Unit Development Agreement.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

3. Approval of Ord. 2025 – 17 authorizing an agreement between the Village of Gurnee and Revize LLC for website design and hosting services.

Assistant to the Administrator Pollack stated that the Village of Gurnee has used American Eagle since 2016 as its website provider. Since that time, their service level has been decreasing, the design has become outdated and costs have been increasing significantly. For those reasons, coupled with the need to serve residents better online through a modern website with greater functionality, staff began to search for a new website provider.

He stated the Communications Team conducted a competitive review of the three leading municipal website providers: CivicPlus, Revize and Granicus through assessing demonstrations, evaluating websites and reviewing technical aspects. He stated that the cost for Revize was \$34,700 with \$9,250 as an annual cost with a 0% escalator. CivicPlus was \$57,000 with \$10,481 as an annual cost with a 5% escalator.

Pollack stated that the Communications Team recommends Revize as the website provider. This decision was made based on key criteria that aligns with the Village's needs for accessibility, functionality, security and reliability and a cost-effective website solution. He said that they anticipate the website development phase will commence near the end of March, with an expected launch by November 1st. During this time, staff will create a new website, rewrite content and ensure ADA accessibility.

It was moved by Trustee Ross, seconded by Trustee O'Brien to approve of Ord. 2025 – 17 authorizing an agreement between the Village of Gurnee and Revize LLC for website design and hosting services.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

4. Approval of Ord. 2025 – 18 authorizing the execution of a 3-year Microsoft Enterprise Agreement for cloud software products with Dell Marketing L.P.

Information Systems Director Nelson stated this relates to the Village's desktop productivity and device management modernization project. He stated GroupWise has provided value to the organization since the mid-90's, but has been relegated to minimal support from the publisher with virtually no new features or integrations. The second project is the tool the Village uses to manage windows and third-party software installations and updates for things like Acrobat, Chrome and Zoom. The product is called Zenworks and is from the same publisher of GroupWise. Director Nelson stated security guidance indicates that transitioning to Microsoft Exchange online and Office are the proper direction. On the personal computer (PC) side, The proposed solution encompasses the Microsoft 365 Suite, which achieves the goal of providing email, Office and PC management with additional benefits of mobile device management and further Windows tools and security features. He stated all of the products in this solution would be hosted in Microsoft Government cloud, which is their base security level for US governments fulfilling security requirements such as keeping data hosted

inside the US. He stated Microsoft cloud subscriptions are done in three-year terms, processed as three equal annual payments. Microsoft allows for upward expansion of license counts. As a result, staff is asking for a not-to-exceed approval of \$110,000 per year or a total contract value of \$330,000.

Trustee Garner asked if this puts the Village ahead as it relates to technology and is the price difference worth it. Director Nelson responded yes on both accounts.

Trustee Woodside said he appreciates the pushback on Dell in an effort to make them more responsive.

Trustee O'Brien asked how this impacts Artic Wolf. Director Nelson explained this change is in-line with Artic Wolf best practice recommendations.

Trustee Thorstenson asked if Microsoft Teams is included. Director Nelson stated yes, it is part of M365 bundle.

It was moved by Trustee Balmes, seconded by Trustee O'Brien to approve of Ord. 2025 – 18 authorizing the execution of a 3-year Microsoft Enterprise Agreement for cloud software products with Dell Marketing L.P.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

5. Approval of request from Fire Department to waive formal bidding requirements and utilize the HGACBuy Ambulance Contract No. AM10-23 to purchase a Road Rescue Ambulance including Stryker Power-LOAD patient lift system from Fire Service Inc. at a cost of \$397,131.00 (Fire Department Unit #1343).

Administrator Muetz said the Gurnee Fire Department has six ambulances. The current life expectancy of an ambulance is ten years. The Department is still awaiting the delivery of two ambulances, which were ordered in September 2022 and September 2023. These units are expected to arrive in May 2025 and the spring of 2026. This long delay puts added stress on current units. The Department is requesting to order its next ambulance up for replacement, which is Unit #1343. Current #1343 is a 2015 model year with 141,000 miles on it. The current lead-time to replace the unit is 36 months. Like prior ambulance purchases, the Department is recommending the Village take advantage of HGACBuy Fire Service Ambulance Contract No. AM10-23 to purchase an ambulance from Fire Service Inc.

It was moved by Trustee Ross, seconded by Trustee Thorstenson to approve of request from Fire Department to waive formal bidding requirements and utilize the HGACBuy Ambulance Contract No. AM10-23 to purchase a Road Rescue Ambulance including Stryker Power-LOAD patient lift system from Fire Service Inc. at a cost of \$397,131.00 (Fire Department Unit #1343).

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

G. PUBLIC COMMENT

**Keith Owens
6464 Doral Drive
Gurnee, IL**

Mr. Owens referenced the Village's motto of Community of Opportunity. He referenced a number of opportunities in the community that he believes are great. He stated he is not happy however with the level of transparency. He stated Public Comment at the end of the meeting does not allow residents to speak before Board action is taken. He requested the community be provided an opportunity to speak to the Board in a public forum before an item is voted on. Mr. Owens discussed how other communities handle this, stating Public Comment after action is taken is

not transparency. He requested residents be provided the opportunity to more actively participate at meetings.

H. EXECUTIVE SESSION

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

Adjournment to Executive Session

5 ILCS 120/2 2 (c) (1) which states: The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body of legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body to determine its validity.

It was moved by Trustee Balmes, seconded by Trustee Garner to adjourn the meeting into Executive Session.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

Recall to Order

Mayor Hood adjourned the meeting into Executive Session at 8:32 p.m.

Mayor Hood recalled the meeting to order at 8:49 p.m.

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

ABSENT: 0-

Closing Comments

None.

Adjournment

It was moved by Trustee Balmes, seconded by Trustee O'Brien to adjourn the meeting.

Voice Vote: ALL AYE: Motion Carried.

Mayor Hood adjourned the meeting at 8:50 p.m.

**Andrew Harris,
Village Clerk**