

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

**GURNEE VILLAGE HALL
JUNE 1, 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; Jake Litz, Assistant Community Development 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.

Roll Call

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

ABSENT: 1- O'Brien

Pledge of Allegiance

Mayor Hood led the Pledge of Allegiance.

**A. APPROVAL OF
CONSENT AGENDA**

It was moved by Trustee Ross, seconded by Trustee Garner to approve the Consent Agenda as presented.

Roll call,

AYE: 5- Ware, Garner, Ross, Thorstenson, Woodside

NAY: 0- None

ABSENT: 1- O'Brien

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 May 18, 2026 meeting.
2. Approval of request from Administration Department to dispose of certain administrative documents as authorized by the State of Illinois Local Records Commission.
3. Approval of Payroll for the period ending May 15, 2026 in the amount of \$1,124,206.51.
4. Approval of Bills for the period ending June 1, 2026 in the amount of \$3,288,358.90.

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

Roll call,

AYE: 5- Ware, Garner, Ross, Thorstenson, Woodside

NAY: 0- None

ABSENT: 1- O'Brien

Motion Carried.

**C. PETITIONS AND
COMMUNICATIONS**

1. Approval of Proclamation designating June 12, 2026, as Women Veterans Recognition Day 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 June 12, 2026 as Women Veterans Recognition Day in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried.

2. Recognition and distribution of Hometown Heroes Banners.

Mayor Hood then provided an overview of the Hometown Heroes Banner Program and invited those who participated to come up and receive their

banner. Mayor Hood presented the banners for the following:

1.	Charles Coulter	Army	1965 -1967
2.	Benito Aguado	Navy	1972 - 1992
3.	James Kruschwitz	Navy	1967 - 1989
4.	Liezl Payawal	Navy	2004-2007, 2010-2014
5.	Kevin Gillett	Navy	1992 - 2000
6.	Isabella Espinoza	Air Force	2025 - Present
7.	Mark Zastany	Army	2011 - 2018
8.	Charles N. Dubre	Army	1957 - 1987
9.	Kyle Goetz	Coast Guard	2019 - Present
10.	Lois Carlene Evan	Navy	1970 - 1990
11.	Gary R. Sebastian	Army	1964 -1966
12.	Gary Miller	Army	1969 - 1972
13.	Samuel Bauer	Air Force	2025 - Present
14.	Richard W. Rietz	Air Force	1952 - 1954
15.	Roger King	Navy	1999 - 2007
16.	Jazmin King	Navy	1999 - 2004
17.	Paul Anderson	Air Force	2008 - Present
18.	Mark A. Anderson	Navy	1981 - 2006
19.	Donald Kevin Graf	Navy	1993 - 2013
20.	Desiree M. Graf	Navy	2006 - 2024
21.	Derek Tilly	Navy	2022 - Present

Each participant or a family member/representative of the participant was presented with their banner

3. Administration of Oath of Office for the promotion of Firefighter/Paramedic Brandon Roberts to Fire Lieutenant.

Chief Kavanagh spoke about Firefighter/Paramedic Roberts and his accomplishments. Mayor Hood administered the Oath of Office. Newly appointed Lieutenant Roberts briefly spoke and thanked everyone in attendance.

4. Administration of Oath of Office for the promotion of Firefighter/Paramedic Alex Frank to Fire Lieutenant.

Chief Kavanagh spoke about Firefighter/Paramedic Frank and his accomplishments. Mayor Hood administered the Oath of Office. Newly appointed Lieutenant Frank briefly spoke and thanked everyone in attendance.

5. Approval of Mayor Hood's recommended appointment of Kathy Blair to the Planning & Zoning Board.

It was moved by Trustee Woodside, seconded by Trustee Thorstenson to approve Mayor Hood's recommended appointment of Kathy Blair to the Planning & Zoning Board.

Roll call,

AYE: 5- Ware, Garner, Ross, Thorstenson, Woodside

NAY: 0- None

ABSENT: 1- O'Brien

Motion Carried.

6. Approval of Mayor Hood's recommended appointment of Chris Stephens to the Planning & Zoning Board.

It was moved by Trustee Garner, seconded by Trustee Ross to approve Mayor Hood's recommended appointment of Chris Stephens to the Planning & Zoning Board.

Roll call,

AYE: 5- Ware, Garner, Ross, Thorstenson, Woodside

NAY: 0- None

ABSENT: 1- O'Brien

Motion Carried.

D. REPORTS

None.

F. PUBLIC COMMENT

None.

G. NEW BUSINESS

1. Approval of Ord. 2026 – 42 annexing properties located at 17801 Washington St., 17949 Washington St., 17989 Washington St., 18015 Washington St., 18099 Washington St., 34409 Old Walnut Cir., and 34320 Almond Rd.

Administrator Muetz said Warren Township has requested annexation and rezoning of its campus at Washington Street and Almond Road. The request is a result of both the Township and Warren Township High School Almond Campus (which will be coming before the PZB and Village board in the future requesting annexation) to receive Community Development and Police services from the Village rather than the County. Administrator Muetz stated the request was before the Planning & Zoning Board on May 6th and received a unanimous favorable recommendation.

It was moved by Trustee Woodside, seconded by Trustee Garner to approve of Ord. 2026 – 42 annexing property located at 17801 Washington St., 17949 Washington St., 17989 Washington St., 18015 Washington St., 18099 Washington St., 34409 Old Walnut Cir., and 34320 Almond Rd.

Roll call,

AYE: 5- Ware, Garner, Ross, Thorstenson, Woodside

NAY: 0- None

ABSENT: 1- O'Brien

Motion Carried.

2. Approval of Ord. 2026 – 43 granting a Zoning Map Amendment pursuant to the Gurnee Zoning Ordinance for 17801 Washington St., 17949 Washington St., 17989 Washington St., 18015 Washington St., 18099 Washington St., 34409 Old Walnut Cir., and 34320 Almond Rd.

Administrator Muetz said this ordinance rezones the properties from unincorporated Lake County zoning designation of R4, Residential to the Village of Gurnee's zoning designation of P, Public Land District. The request was before the Planning & Zoning Board on May 6th and received a unanimous favorable recommendation.

It was moved by Trustee Ross, seconded by Trustee Thorstenson to approve of Ord. 2026 – 43 granting a Zoning Map Amendment pursuant to the Gurnee Zoning Ordinance for 17801 Washington St., 17949 Washington St., 17989 Washington St., 18015 Washington St., 18099 Washington St., 34409 Old Walnut Cir., and 34320 Almond Rd.

Roll call,

AYE: 5- Ware, Garner, Ross, Thorstenson, Woodside

NAY: 0- None

ABSENT: 1- O'Brien

Motion Carried.

3. Approval of Ord. 2026 – 44 authorizing the approval of a Professional Services Agreement with Kimley-Horn and Associates, Inc. for the preparation of an ADA Transition Plan under the American with Disabilities Act (ADA) Title II Self-Evaluation and Transition Plan for right-of-way within the Village of Gurnee.

Administrator Muetz said under Title II of the Americans with Disabilities Act (ADA), public entities are required to evaluate their programs, services, activities and public facilities to ensure accessibility for individuals with disabilities. Communities with more than 50 employees are required to maintain an ADA Transition Plan identifying barriers to accessibility and establishing a schedule and strategy for improvements. An ADA Transition Plan serves as a long-term roadmap for eliminating architectural and physical barriers within municipal facilities, sidewalks, curb ramps, intersections and other public rights-of-way. Administrator Muetz stated failure to maintain an ADA Transition Plan may expose municipalities to increased legal liability, potential Department of Justice enforcement actions and possible impacts to state and federal transportation funding eligibility.

Following a review of proposals from multiple firms, staff worked with Kimley-Horn, who it has used in the past on various projects, to develop a proposal to assist the Village in developing a Transition Plan. Administrator Muetz stated Kimley-Horn will provide project coordination,

inventory of Village programs and services, review of public rights-of-way facilities, development of ADA policies and notices, preparation of implementation strategies and public outreach services. Village staff will assist with field data collection utilizing consultant-provided tools and training. The proposed agreement with Kimley-Horn is for a total lump sum amount of \$142,500. Funding has been included in the FY 26/27 Budget for the project.

It was moved by Trustee Thorstenson, seconded by Trustee Ross to approve of Ord. 2026 – 44 authorizing the approval of a Professional Services Agreement with Kimley-Horn and Associates, Inc. for the preparation of an ADA Transition Plan under the American with Disabilities Act (ADA) Title II Self-Evaluation and Transition Plan for right-of-way within the Village of Gurnee.

Roll call,

AYE: 5- Ware, Garner, Ross, Thorstenson, Woodside

NAY: 0- None

ABSENT: 1- O'Brien

Motion Carried.

4. Approval of Ord. 2026 – 45 approving an agreement for the use of right-of way between the Village of Gurnee and MCIMetro Access Transmission Services LLC, d/b/a Verizon Access Transmission Services for various locations within the Village.

Administrator Muetz said Verizon was previously approved for Right-of-Way use along Kilbourne Avenue through a site-specific Right-of-Way (ROW) Agreement approved via Ordinance 2018-41. Engineering staff recently identified that the previously approved agreement was limited specifically to the Kilbourne Avenue corridor and did not provide blanket authorization for Verizon facilities located throughout Village right-of-way. Administrator Muetz stated approval of this agreement will bring Verizon's existing facilities into compliance under a comprehensive Right-of-Way Agreement moving forward.

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Ord. 2026 – 45 approving an agreement for the use of right-of way between the Village of Gurnee and MCIMetro Access Transmission Services LLC, d/b/a Verizon Access Transmission Services for various locations within the Village.

Roll call,

AYE: 5- Ware, Garner, Ross, Thorstenson, Woodside

NAY: 0- None

ABSENT: 1- O'Brien

Motion Carried.

5. Approval of Ord. 2026 – 46 imposing a temporary moratorium on the construction of data centers within industrial zoned districts.

Administrator Muetz said with the uptick in the construction of data centers in the region and nationally, staff is requesting a six-month period to study the environmental, land use and financial impacts of data centers. There are no pending applications proposed in the Village of Gurnee at this time for any data centers and during this moratorium, no applications will be accepted.

It was moved by Trustee Thorstenson, seconded by Trustee Woodside to approve of Ord. 2026 – 46 imposing a temporary moratorium on the construction of data centers within industrial zoned districts.

Roll call,

AYE: 5- Ware, Garner, Ross, Thorstenson, Woodside

NAY: 0- None

ABSENT: 1- O'Brien

Motion Carried.

6. Approval of Police Department request to purchase 12 Daniel Defense DDM4V7 Duty Rifles and associated equipment from the low proposer, Acme Sports, Inc., at a total cost of \$19,961.00 (after trade-in credit of \$7,200.00 for 12 eighteen-year-old duty rifles).

Administrator Muetz said the FY 26/27 Approved Budget includes the

planned replacement of Police Department duty rifles. The average age of the rifles are 18 years, with many over 20 years old. The proposed first-phase purchase will replace 12 existing department rifles through a trade-in program while equipping officers with updated, more reliable platforms and accessories (weapon-mounted lights, slings, optics and backup iron sights). Administrator Muetz stated the Department solicited proposals from three firms it has used in the past. Acme provided the lowest quote, which included a \$7,200 credit for the trade-in of twelve current duty rifles. Following the credit, the total cost to purchase the twelve rifles and equipment is \$19,961.00. Administrator Muetz stated while this is within his purchasing authority to approve, it is being presented to the Village Board as the second phase of the rifle replacement program is expected later this year. If both purchases are approved, it would exceed the Administrator's authority.

It was moved by Trustee Garner, seconded by Trustee Ross to approve of Police Department request to purchase 12 Daniel Defense DDM4V7 Duty Rifles and associated equipment from the low proposer, Acme Sports, Inc., at a total cost of \$19,961.00 (after trade-in credit of \$7,200.00 for 12 eighteen year old duty rifles).

Roll call,

AYE: 5- Ware, Garner, Ross, Thorstenson, Woodside

NAY: 0- None

ABSENT: 1- O'Brien

Motion Carried.

H. PUBLIC COMMENT

None.

Closing Comments

None.

Adjournment

It was moved by Trustee Garner, seconded by Trustee Thorstenson to adjourn the meeting.

Voice Vote: ALL AYE: Motion Carried.

Mayor Hood adjourned the meeting at 7:42 p.m.

**Andrew Harris,
Village Clerk**