

<div>MINUTES OF THE REGULAR MEETING OF THE GURNEE VILLAGE BOARD</div> <div>GURNEE VILLAGE HALL SEPTEMBER 8, 2025</div>	
Call to Order	Mayor Hood called the meeting to order at 7:00 p.m.
Other Officials in Attendance	Patrick Muetz, Village Administrator; Bryan Winter, Village Attorney; David Ziegler, Community Development 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; David Douglass, Deputy Fire Chief; Brian Smith, Police Chief.
Roll Call	<div>PRESENT: 6- Thorstenson, Woodside, Ross, Garner, O'Brien, Balmes</div> <div>ABSENT: 0-</div>
Pledge of Allegiance	Mayor Hood led the Pledge of Allegiance.
<div>A. PUBLIC COMMENT</div>	
Lauren Bugner 643 Lexington Square West Gurnee, IL	Ms. Bugner spoke in favor of the proposed Liberty Pointe residential development. She stated she spoke on behalf of the Gurnee Chapter of Joining Forces for Affordable Housing. She stated lower income housing is limited in the area, and this proposal will help address this need.
Christa March 6403 Barn Swallow Gurnee, IL	Ms. March stated she has dedicated her life to assisting teenage mothers. She stated that one of the biggest challenges they face is affordable housing. Ms. March stated this exasperates the issues they face. She asked the Board to favorably consider the Liberty Pointe proposal.
Debbie Hoselton 1601 Belle Plaine Gurnee, IL	Ms. Hoselton said she is neutral on the housing proposal. She asked the Board to make sure the community is affordable for everyone including middle-income families who may be struggling. Ms. Hoselton requested that the Board take everyone into consideration when making decisions. She concluded by asking what the Village's goal is for affordable housing.
Amanda Mika 5743 Constitution Gurnee, IL	Ms. Mika stated she supports the Liberty Pointe proposal. She stated it is important to provide housing for everyone. Ms. Mika noted the community is aging and that sector will need affordable housing options and opportunities. She stated it is also important for attracting younger adults to the community.
Candy Reimholz 4754 Crest Ct. Waukegan, IL	Ms. Reimholz stated she administers the Gurnee Mom's Facebook group. She stated she sees a lot of posts looking for affordable housing opportunities. Ms. Reimholz stated more housing options are needed in the community.
<div>B. APPROVAL OF CONSENT AGENDA</div>	<div>It was moved by Trustee Balmes, seconded by Trustee O'Brien to approve the Consent Agenda as presented.</div> <div><div>Roll call,</div><div>AYE: 6- Thorstenson, Woodside, Ross, Garner, O'Brien, Balmes</div><div>NAY: 0- None</div><div>ABSENT: 0- None</div><div>Motion Carried.</div></div>
<div>C. CONSENT AGENDA / OMNIBUS VOTE</div>	<div>The Village Administrator read the consent agenda for an omnibus vote as follows.</div> <div>1. Approval of the minutes from the August 18, 2025 meeting.</div>

2. Approval and public release of the minutes from Executive (Closed) Session meetings on April 22, 2024, September 23, 2024, December 2, 2024, March 17, 2025, and May 5, 2025.
3. Approval of Res. 2005 – 08 approving the Settlement Agreement and General Release and authorizing the payment of settlement funds in the Williams v. City of Waukegan, ET. AL. Litigation Case No. 23 CV 5945.
4. Approval of Res. 2025 – 09 establishing certain property of the Village of Gurnee to be surplus (Twelve Police Department STARCOM 21 radios to be donated to LakeComm).
5. Approval of Information System Division’s recommendation to purchase a one-year VMWare Support subscription from Zones LLC at a total cost of \$36,789.12. (State of Illinois Innovation and Technology Contract).
6. Approval of Information System Division recommendation to purchase nine Semtech mobile routers, associated equipment and extended maintenance coverage from CDS Office Technologies at a cost of \$31,505.00 (Omnia Partners Contract).
7. Approval of issuing a Raffle License and waiving the fee and bond requirement for the Gurnee School District #56 Band Boosters - 2025 and 2026 concerts.
8. Approval of Payroll for period ending August 22, 2025, in the amount of \$1,187,070.71.
9. Approval of Bills for the period ending September 8, 2025, in the amount of \$974,854.47.

It was moved by Trustee Garner, seconded by Trustee Ross 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.

D. PETITIONS AND COMMUNICATIONS

1. Introduction and recognition of the 2025 Gurnee Queens:
- Miss Gurnee Natalya Alvarez
 - Junior Miss Gurnee Nelly Arias
 - Little Miss Gurnee Isabella Frankland
 - Tiny Miss Gurnee Sophia Russell
- Mayor Hood introduced each queen and presented them with a plaque. The queens presented the Village with a framed group portrait that will be displayed in Village Hall.

E. REPORTS None.

F. OLD BUSINESS None.

- G. NEW BUSINESS**
1. Approval of Ord 2025 - 64 granting a Zoning Map Amendment pursuant to the Gurnee Zoning Ordinance for 10 Woodlake Boulevard (Lot 3 Woodlake Subdivision).
- Administrator Muetz said Northpointe Development has proposed a workforce housing development that will consist of one three-story building containing 40 dwelling units (16 one bedroom/one-bathroom units, 14 two-bedroom/one-bathroom units and 10 three bedroom/two-bathroom units). Units will be available to families and individuals earning 30-80% of Lake County Median Income. He stated in conjunction with the request, a Zoning Map Amendment to rezone 2.2± acres from the existing O-1, Restricted Office District, Planned Unit Development designation, to a straight R-6, Multi-Family Residential District zoning designation is required. Muetz continued to state Northpointe has also requested a variation to increase the maximum allowable density within the proposed R-6 District to allow 40 units. The

parcel is located south of Washington Street and east of Route 21 and is the last parcel of undeveloped land within the Woodlake Subdivision. The 2020 Comprehensive Land Use Plan reflects a continuation of multi-family residential for the site. The property is subject to certain setbacks, buffers and easements recorded as part of the Woodlake Subdivision Plat in 1999. In addition, there are established setbacks, density, height and parking provisions that apply to any office or residential developments within the limits of the PUD. Muetz stated the petitioner has incorporated all building and parking setbacks, as well as the landscape buffer. The staff memo included in the Board packet includes details on the proposal. He concluded by stating the first ordinance is the rezoning from O-1 to R-6.

Mayor Hood invited the petitioners, Jake Victor, Northpointe Development, and Lane Manning, DreamLane Real Estate Group, to address the Village Board.

Mr. Victor stated he was advised the Village Board has reviewed the presentation from the Planning & Zoning Board (PZB) meeting and therefore was not going to repeat the presentation. He stated rather they are available to answer any questions the Village Board may have. He then provides an update on screening tenants, which includes extensive background checks, as well as reviewing rental history and income to debt ratios. He stated their management company will have a representative onsite to assist renters. Mr. Victor also reviewed findings from the traffic study, which showed nonmaterial increases in traffic impacts. He next provided a high-level summary of the site plan and proposed building layout.

Trustee Garner asked about the rent amounts. Mr. Victor said they are not set yet but will be 30% to 80% of the Lake County Average Median Income (AMI). He then referenced a slide in the PPT that illustrated the rent ranges and stated they will change annually based on Lake County incomes. He stated the units will address a wide range of income levels.

Trustee Woodside asked about roof heights. Mr. Victor stated the roof height will be lower than surrounding buildings and it was adjusted based on feedback from the PZB and neighbors. Trustee Woodside stated it was wise to incorporate feedback received.

Trustee Balmes asked about the tenant interview process and the number of people allowed in each unit. Mr. Victor said occupants are limited based on the number of bedrooms.

Trustee O'Brien asked if the walking path would be connected to the existing path along Route 21 through the woods. Mr. Victor stated it would connect via the Woodlake sidewalk and could also be connected at a second point if desired. Trustee O'Brien stated he would like a second connection.

Trustee O'Brien asked what happens if the tenant's income falls outside of the 30% to 80% Average Median Income range. Mr. Victor said it is reestablished annually, with a set number of 30%, 50% and 80% units. If someone moved to a new percentage, a unit for that percentage would have to be available before they could move.

Trustee O'Brien asked about the scenario where someone exceeds 80% AMI. Mr. Victor stated income can increase by 130% before they must vacate the property.

Trustee Thorstenson asked for clarification on where it would connect. Mr. Victor showed where it will connect and where a secondary connection could be located. Trustee Thorstenson stated she supports a second connection.

Trustee Thorstenson asked about bus activity. Mr. Victor stated this was reviewed. The closest bus stop is Route 21 and Washington Street, which is about 0.4 miles away.

Trustee Thorstenson asked when the application process would start. Mr. Victor stated in November of 2026.

Trustee Ross asked about increased traffic. Mr. Victor reviewed the PPT slide related to traffic impact stating there is no material increase in traffic.

Trustee Garner asked about the interiors of the units. Mr. Manning showed current units from other developments. He stated they are trendy, open floor plans that blend-in or are nicer than market-rate units. He also reviewed the outdoor amenity area which was improved based on feedback from the PZB.

Director Ziegler stated the addition of the second connection will be handled administratively.

It was moved by Trustee Garner, seconded by Trustee Ross to approve of Ord 2025 - 64 granting a Zoning Map Amendment pursuant to the Gurnee Zoning Ordinance for 10 Woodlake Boulevard (Lot 3 Woodlake Subdivision).

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

2. Approval of Ord. 2025 – 65 granting a Density Variation pursuant to the Gurnee Zoning Ordinance for 10 Woodlake Boulevard (Lot 3 Woodlake Subdivision).

Trustee Woodside asked for confirmation that the density variation would allow 40 units. Director Ziegler stated that it is correct.

It was moved by Trustee O'Brien, seconded by Trustee Garner to approve of Ord. 2025 –65 granting a Density Variation pursuant to the Gurnee Zoning Ordinance for 10 Woodlake Boulevard (Lot 3 Woodlake Subdivision).

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

3. Approval of Ord 2025 - 66 granting a Special Use Permit for an Electronic Message Board Sign pursuant to the Gurnee Zoning Ordinance for 749 Milwaukee Avenue (Gurnee American Legion Post 771).

Administrator Muetz said American Legion Post 771 is proposing a complete ground sign overhaul. Four existing pole signs will be removed, as will the main pole sign located on the corner of Grand and Milwaukee Avenue near the existing tank display. He stated the main sign, which is currently located within the right-of-way, will be relocated onto the Legion's property and it is proposed to be replaced with an Electronic Message Center (EMC) sign. The proposed electronic messaging viewable area is approximately 17.5 sq. ft, which is smaller than the approved ALEC sign at 22 sf. The ground area surrounding the base will have landscaping and the sign will be setback 10' from the property line. Additionally, based upon the location of the sign being in the regulatory floodplain, Muetz stated that the staff has required the sign not to be a monument sign but have a decorative structural pole which will allow for water flow under the structure. The staff is also requiring that the electrical portions of the sign be elevated above the floodplain elevation, which will result in the overall sign structure being 12' tall, which is compliant in the C-2, Community Commercial district. Muetz reminded the Village Board that EMC signs require a Special Use Permit and are subject to nine restrictions outlined in the staff memo. He concluded by stating the request as before the Planning & Zoning Board on August 20, 2025, and received a unanimous (6-0) favorable recommendation.

Trustee Thorstenson stated this will be a great benefit for the American Legion.

Trustee O'Brien asked if the tank would need to be moved for the new sign. Director Ziegler stated no.

It was moved by Trustee Balmes, seconded by Trustee O'Brien to approve of Ord 2025 - 66 granting a Special Use Permit for an Electronic Message Board Sign pursuant to the Gurnee Zoning Ordinance for 749 Milwaukee Avenue (Gurnee American Legion Post 771).

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

4. Approval of Ord 2025 - 67 amending Chapter 74 Article 8 of the Gurnee Municipal Code related to the Village's Food and Beverage Tax.

Administrator Muetz said in 2022 staff worked with Attorney Winter to amend the Municipal Code as it relates to delinquent Hotel Taxes. The amendment allowed staff to estimate taxes owed based on prior submissions when no tax return was provided. The staff is then able to issue written notices to the taxpayer for the estimated taxes due. The taxpayer can then either pay the amount or file an appeal. The amendment also provided for increased penalties when no tax return was provided. This amendment makes the same changes as it relates to Food & Beverage tax. Currently, the staff does not have the authority to estimate taxes owed and issue a determination. This amendment will allow this action.

It was moved by Trustee Garner, seconded by Trustee Ross to approve of Ord 2025 - 67 amending Chapter 74 Article 8 of the Gurnee Municipal Code related to the Village's Food and Beverage Tax.

Roll call,
AYE: 6- Thorstenson, Woodside, Ross, Garner, O'Brien, Balmes
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 O'Brien to adjourn the meeting.

Voice Vote: ALL AYE: Motion Carried.

Mayor Hood adjourned the meeting at 7:46 p.m.

Andrew Harris,
Village Clerk