

Village Board Regular Meeting Minutes

July 14, 2025

CALL TO ORDER

The 3324th Regular Meeting of the Board of Trustees of the Village of Mundelein was held on July 14, 2025 at 300 Plaza Circle, Mundelein. Mayor Pro-Tem Erich Schwenk called the meeting to order at 7:00 PM.

ATTENDANCE

Deputy Clerk Lynne Monroe took the roll call. It indicated as follows:

Board Attendance

PRESENT: Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste

ABSENT: Mayor Meier, Clerk Walsh

Village Attendance

PRESENT: Attorney Cahill, Village Administrator Guenther, Assistant Village Administrator Monroe, Finance Director Miller, Fire Chief Lark, Police Chief Seeley, Building Department Director Sellas, Community Development Director Orenchuk, Public Works and Engineering Director Boeche

ABSENT:

PLEDGE OF ALLEGIANCE

Mayor Pro-Tem Schwenk led the Pledge of Allegiance.

MINUTES APPROVAL

Minute Approval

Motion to approve the Board of Trustees Regular meeting minutes from June 23, 2025.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Schwenk
SECONDER:	Trustee Ugaste
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

PUBLIC COMMENTARY

No public commentary.

PRESENTATIONS / AWARDS

No presentations or awards.

PUBLIC HEARINGS

No public hearings.

MAYOR'S REPORT

MEETING CALL - Committee of the Whole on July 28, 2025 at 6:00 PM for a Social Media Presentation

Trustee Schwenk called the Meeting of the Committee of the whole on July 28, 2025.

Commission Appointment - Economic Development Commission - David Shutan

Motion to approve a commission appointment of David Shutan to the Economic Development Commission.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Schwenk
SECONDER:	Trustee Juarez
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

Commission Appointment - Planning and Zoning Commission - Tim Wilson

Motion to approve a commission appointment of Tim Wilson to the Planning and Zoning Commission.

RESULT:	[Yes 6, No 0, Abstained 0]
MOVER:	Trustee Erich Schwenk
SECONDER:	Trustee Arnold Krinski
AYES:	Jennifer Grieco, Daniel Juarez, Arnold Krinski, Kara Lambert, Erich Schwenk, Tony Ugaste
NAYS:	None
ABSTAIN:	None

2024 Employee Reference Manual - Ordinance clarifying Ordinance NO. O-24-06-26

Motion to adopt Ordinance No.O-25-07-53, an Ordinance clarifying Ordinance No. O-24-06-26, adopting the 2024 Employee Reference Manual for the Village of Mundelein.

RESULT:	[Yes 6, No 0, Abstained 0]
MOVER:	Trustee Schwenk
SECONDER:	Trustee Lambert
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

2024 Employee Reference Manual - Resolution

Motion to approve Resolution No. R-25-07-43, adopting the 2024 Employee Reference Manual for the Village of Mundelein.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Erich Schwenk
SECONDER:	Trustee Kara Lambert
AYES:	Jennifer Grieco, Daniel Juarez, Arnold Krinski, Kara Lambert, Erich Schwenk, Tony Ugaste
NAYS:	None
ABSTAIN:	None

2025 Employee Reference Manual

Motion to adopt Resolution No. R-25-07-44, a resolution adopting the 2025 Employee Reference Manual for the Village of Mundelein.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Schwenk
SECONDER:	Trustee Lambert
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

Ordinance Decrease Class FB and Increase Class F - Taste of Paris

Motion to pass an Ordinance amending Chapter 5.76 of the Mundelein Municipal Code to decrease the number of Class FB licenses and increase the number of Class F licenses authorized in the Village of Mundelein as it relates to Taste of Paris at 161 North Seymour Avenue.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Schwenk
SECONDER:	Trustee Krinski
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

Ordinance to Increase Class F - Chelitos

Motion to pass an Ordinance amending Chapter 5.76 of the Mundelein Municipal Code to increase the number of Class F licenses authorized in the Village of Mundelein as it relates to Chelitos Mexican Restaurant at 506 North Lake Street.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Schwenk
SECONDER:	Trustee Grieco
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste

NAYS: None

ABSTAIN: None

Proclamation - National Night Out

TRUSTEE REPORTS

Community Happenings Committee (Grieco, Juarez, Lambert)

Report from Trustee Grieco

Jennifer Grieco discussed the upcoming Mundelein Grand Prix that will be held on Monday, July 21, 2025 in a new location and National Night Out will be held on Tuesday, August 5, 2025 at the Mundelein Park and Recreation district and will be playing the movie Wicked.

Community and Economic Development Committee (Juarez, Schwenk, Grieco)

Driven Car Wash - Special Use Permit Amendment, 301 Townline Road - PZ2025-0026

Motion to pass an Ordinance Amending Ordinance No. 22-11-53, An Ordinance Approving a Final Plat of Patriot's Plaza Resubdivision and Granting a Special Use Permit and Variation to Driven Car Wash for the Property Located at 301 Townline Road.

RESULT: Passed [Yes 6, No 0, Abstained 0]

MOVER: Trustee Juarez

SECONDER: Trustee Grieco

AYES: Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste

NAYS: None

ABSTAIN: None

Text Amendment - Home Day Cares - PZ2025-0012

Motion to authorize staff to draft an ordinance denying the proposed text amendment relating to Section 20.68.040 of the Zoning Ordinance to increase the maximum number of children permitted in a home day care from six (6) children of outside households to sixteen (16).

Kara asked if staff could look at the ordinance again in the future when we review other text amendments.

RESULT: Passed [Yes 6, No 0, Abstained 0]

MOVER:	Trustee Juarez
SECONDER:	Trustee Krinski
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

TIF Eligible Redevelopment Costs - D.R. Horton, Inc.

Motion to adopt a Resolution Approving TIF Eligible Redevelopment Costs for D.R. Horton, Inc. – Midwest for Redevelopment Project (The Townes at Oak Creek) in the amount of \$2,840,000.00.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Juarez
SECONDER:	Trustee Grieco
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

Public Works & Engineering Committee (Lambert, Krinski, Juarez)

Wellington Drainage Improvement - Engineering Design Services

Motion to award a Professional Services Agreement for the Wellington Avenue Stormwater Improvements in the amount of \$27,345.00 and approve purchase order number 26-00424 to HR Green, Inc.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Lambert
SECONDER:	Trustee Juarez
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

Resolution Approving Rider #2 to a Highway Authority Agreement Regarding 4 East Hawley Street

Motion to adopt a Resolution Approving and Authorizing the Execution of Rider #2 to the BP Highway Authority Agreement regarding the Property at 4 East Hawley Street, Mundelein, Illinois and authorize the Mayor and Village Clerk to sign the Rider.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Lambert
SECONDER:	Trustee Ugaste

AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

Water Meter Purchase For Area Development and Stock

Motion to approve purchase order number 26-00427 in the amount of \$67,000.00 to Midwest Meter for Fiscal Year 2026.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Lambert
SECONDER:	Trustee Grieco
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

Diffusers for Aeration Tanks at Water Resource Recovery Facility

Motion to adopt a Resolution waiving bids, accepting a proposal from EDI (Environmental Dynamics International) for the replacement of FlexAir Diffusers and approving the purchase order number 26-00432 in the amount of \$24,860.00.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Lambert
SECONDER:	Trustee Krinski
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

Vehicle Purchases - Public Works & Engineering, Police, and Fire

Motion to adopt a Resolution Waiving Bids, Accepting Proposals, and Approving Purchase Orders as follows:

- Sutton Ford, Matteson, IL purchase order numbers 26-00453, 26-00455, & 26-00457 in the amount of \$255,451.34 for public works vehicles.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Lambert
SECONDER:	Trustee Krinski
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

Motion - Rush Truck Center

Motion to adopt a Resolution Waiving Bids, Accepting Proposals, and Approving Purchase Orders as follows:

- Rush Truck Center, Springfield, IL, purchase order number 26-00444 in the amount of \$104,998.00 for public works vehicles;

RESULT:	Passed [Yes 0, No 0, Abstained 0]
MOVER:	Trustee Lambert
SECONDER:	Trustee Ugaste
AYES:	None
NAYS:	None
ABSTAIN:	None

Motion - Currie Motors

Motion to adopt a Resolution Waiving Bids, Accepting Proposals, and Approving Purchase Orders as follows:

- Currie Motors, Frankfort, IL, purchase order numbers 26-00446, 26-00448, & 26-00450 in the amount of \$133,186.00 for police vehicles;

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Lambert
SECONDER:	Trustee Juarez
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

Motion - Foster Coach Sales, Inc.

Motion to adopt a Resolution Waiving Bids, Accepting Proposals, and Approving Purchase Orders as follows:

- Foster Coach Sales, Inc, Sterling, IL, purchase order number 26-00371 in the amount of \$336,955.00 for an ambulance

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Lambert
SECONDER:	Trustee Grieco
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

Motion - Vehicle Build Out

Motion to adopt a Resolution Waiving Bids, Accepting Proposals, and Approving Purchase Orders as follows:

- Suburban Accents in the amount of \$600.
- Suburban Accents in the amount of \$600.
- Purchase order # 26-00447 in the amount of \$5,749.60 to Havey.
- Purchase order # 26-00449 in the amount of \$14,795.50 to Havey.
- Purchase order # 26-00451 in the amount of \$16,688.90 to Havey.
- Liebovich purchase in the amount of \$601.09.
- Purchase order number 26-00452 in the amount of \$7,205.30 to Great Lakes Customs.
- Bio-Tron purchase in the amount of \$1,410.00.
- Purchase order number 26-00372 in the amount of \$65,178.59 to Stryker.
- TTK Purchase in the amount of \$405.67.
- Purchase order number 26-00454 in the amount of \$19,237.96 to Knapheide.
- Purchase order number 26-00456 in the amount of \$30,896.92 to Knapheide.
- Purchase order number 26-00488 in the amount of \$34,202.00 to Monroe.
- Purchase order number 26-00445 in the amount of \$174,023.00 to Monroe.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Lambert
SECONDER:	Trustee Ugaste
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

Finance Committee (Schwenk, Ugaste, Grieco)

Governing Body

Motion to approve the payment of bills, as indicated in the Governing Body Report for the period between June 24, 2025 and ending July 14, 2025 in the amount of \$1,521,458.39.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Schwenk
SECONDER:	Trustee Grieco
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

Public Safety Committee (Ugaste, Lambert, Krinski)

District 120 Police Services Agreement

Motion to authorize the Mayor and the clerk to sign the District 120 Police Services Agreement.

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Ugaste
SECONDER:	Trustee Krinski
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

Chief Lark reported the statistics from the July 5, 2025 Blood Drive - 54 blood donations, can save up to 162 lives.

Deputy Chief Poynor discussed several police department events:

- Saturday, July 19, 2025, at 8:00 AM is Cops and Bobbers at the Mundelein Seminary. The event is free and no registration is required. Just a reminder, anyone over the age of 16 will need a fishing license.
- National Night Out on Tuesday, August 5, 2025, at Mundelein Community Park starts at 5:00 PM, starting with a free swim at Barefoot Bay, 6:00 to 8:00 PM kicks off activities in the park and the movie, Wicked, kicks off at 8:00 PM.

Building Committee (Krinski, Ugaste, Schwenk)

No motions and no report

Other Reports

Mayor Pro-Tem Schwenk wanted to thank everyone behind the scenes for Mundelein Days, a lot of work goes into preparing for the event.

SCHEDULED BUSINESS

Omnibus Vote Items

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Schwenk

SECONDER:	Trustee Juarez
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None
ABSTAIN:	None

BIG Reimbursement Request - Tropical Smoothie Cafe

Motion to approve payment in the amount of \$7,925 for the Business Incentive Grant Reimbursement for Tropical Smoothie Cafe, Resolution No. R-24-09-50

Overhead Line Burial - Seymour Avenue

Motion to authorize the Director of Public Works and Engineering to sign the proposal and approve a purchase order number 26-00442 in the amount of \$94,770.00 to Krause Electrical Contractors for the installation of underground electrical wiring to the properties affected by the removal of the overhead electrical lines along Seymour and Maple Avenues.

Lauterbach & Amen, LLP. - Actuarial Services

Motion to authorize the Finance Director to sign a four-year agreement for actuarial services with Lauterbach & Amen LLP for FY2025- FY2028.

Purchase Order for Farr Associates from Ivanhoe Village escrow account

Motion to approve purchase order number 26-00420 and payment in the amount of \$35,000.00 for consultation fees regarding the Ivanhoe Village development to be charged to their escrow account with the Village.

Paramedic Billing Services - Purchase Order

Motion to approve purchase order number 26-00431 in the amount of \$60,000 to pay Paramedic Billing Services their 4% commission rate for all payments collected related to non-GEMT ambulance transports and Fire Billing invoices from June 1, 2025 through April 30, 2026.

Invoice payment approval for GEMT to Illinois Department of Healthcare / Family Services

Motion to approve purchase order number 26-00459 and invoice in the amount of \$342,959.96 to the Illinois Department of Health Care and Family Services.

VILLAGE STAFF REPORTS

Village Administrator

No report and no executive session.

Village Attorney

No report.

Village Clerk

No report.

EXECUTIVE SESSION

Motion to recess into Executive Session to discuss pending litigation pursuant to 5 ILCS 120, Section 2(c)(11), land acquisition or sale of property pursuant to 5 ILCS 120, Section 2(c)(5), personnel pursuant to 5 ILCS 120, Section 2(c)(1), and minutes pursuant to 5 ILCS 120, Section 2(c)(21).

Motion to reconvene Village Board Meeting

Attendance

Action from Executive Session

OTHER BUSINESS

ADJOURNMENT

Motion to Adjourn the Regular Board Meeting

RESULT:	Passed [Yes 6, No 0, Abstained 0]
MOVER:	Trustee Schwenk
SECONDER:	Trustee Krinski
AYES:	Trustee Grieco, Trustee Juarez, Trustee Krinski, Trustee Lambert, Trustee Schwenk, Trustee Ugaste
NAYS:	None

ABSTAIN: None

Village Clerk