

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

**GURNEE VILLAGE HALL  
OCTOBER 19, 2015**

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**Call to Order**

Mayor Kovarik called the meeting to order at 7:00 p.m.

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**Other Officials in Attendance**

Patrick Muetz, Village Administrator; David Ziegler, Assistant Village Administrator/Community Development Director; Bryan Winter, Village Attorney; Scott Drabicki, Village Engineer; Brian Gosnell, Finance Director; Christine Palmieri, Director of Human Resources; Chris Velkover, Information Systems Director; Tom Rigwood, Director of Public Works; Fred Friedl, Fire Chief; Kevin Woodside, Police Chief; Sandra Campbell, Deputy Police Chief; Willie Meyer Deputy Police Chief; Tracy Velkover, Planning Manager; Ellen Dean, Economic Development Director, Jack Linehan, Assistant to the Administrator

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**Roll Call**

**PRESENT: 6- Thorstenson, Balmes, Hood, Wilson, Ross, Garner**  
**ABSENT: 0- None**

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**Pledge of Allegiance**

Mayor Kovarik led the Pledge of Allegiance.

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**A. PUBLIC COMMENT**

**Dave Ofenloch**  
**389 Pine Grove**  
**Gurnee, IL**

Mayor Kovarik recognized Sandy Hart from the Lake County Board and Tom Drake from the WTHS Board of Education who were in the audience.

Mr. Ofenloch said his street is currently going through rehab. He said he believes that the work that is being done is substandard. He said the saw cuts up and down the street are random and jagged. He continued to say he believes there are also drainage problems that have not been reviewed and are below standards. He said he tried to talk with the Village Engineer but they didn't agree on what he believes are issues. He asked that these problems be addressed.

Mayor Kovarik said she will have Mr. Muetz look into the situation.

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**B. APPROVAL OF CONSENT AGENDA**

It was moved by Trustee Balmes, seconded by Trustee Hood to approve the Consent Agenda as presented.

**Roll call,**

**AYE: 6- Thorstenson, Balmes, Hood, Wilson, Ross, Garner**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

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**C. CONSENT AGENDA / OMNIBUS VOTE**

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

1. Approval of the minutes from the September 14, 2015, September 28, 2015 and October 5, 2015 minutes.
2. Approval of request from Gurnee Investment Partners, LLC to pay fee-in-lieu of in the amount of \$10,850.00 for 31 replacement trees at 6447 Grand Avenue (former Applebee's site).
3. Approval of request from Walmart Stores, Inc. for extension of Special Use Permit to April 30, 2016 (Sam's Club Fuel Station project).
4. Approval of setting a bid date of November 10, 2015 for calendar year 2016 fuel purchase.
5. Approval of Payroll for period ending October 3, 2015 in the amount of \$729,501.80.

6. Approval of Payroll Transfer Journal for period ending October 3, 2015 in the amount of \$722,258.85.
7. Approval of Bills for the period ending October 19, 2015 in the amount of \$2,660,539.25.

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

**Roll call,**

**AYE: 6- Thorstenson, Balmes, Hood, Wilson, Ross, Garner**  
**NAY: 0- None**  
**ABSENT: 0- None**  
**Motion Carried.**

**D. PETITIONS AND COMMUNICATIONS**

1. Presentation of StormReady Community certification by Stephen Rodriguez – StormReady Meteorologist.

Mr. Rodriguez briefly explained the program and presented a StormReady road sign to Mayor Kovarik and Chief Friedl.

2. Approval of Proclamation designating October 23 - 31, 2015 as “National Red Ribbon Week” in the Village of Gurnee.

Mayor Kovarik read proclamation into record.

It was moved by Trustee Garner, seconded by Trustee Wilson to approve of Proclamation designating October 23 - 31, 2015 as “National Red Ribbon Week” in the Village of Gurnee.

**Voice Vote: ALL AYE: Motion Carried.**

3. Approval of Proclamation designating November 1, 2015 as “Change your Clock, Change your Battery Day” in the Village of Gurnee.

Mayor Kovarik read proclamation into record.

It was moved by Trustee Wilson, seconded by Trustee Thorstenson to approve of Proclamation designating November 1, 2015 as “Change your Clock, Change your Battery Day” in the Village of Gurnee.

**Voice Vote: ALL AYE: Motion Carried.**

**E. REPORTS**

1. Report from Jamie Wilkey, Lauterbach & Amen, LLP – Comprehensive Annual Financial Report for the Fiscal Year ending April 30, 2015.

Finance Director Brian Gosnell provided a brief summary of the audit, which included:

- Village received an unqualified opinion.
- Fund balance in the General Fund increased by \$1,512,257 to \$23,652,873 or 62% of FY2015-16 budgeted expenditures.
- Unrestricted net position (fund balance) in the Water & Sewer Fund increased by \$624,269 to \$4,987,679 or 58% of FY2015-16 budgeted expenditures.
- Sales taxes (excluding the 0.50% capital portion) increased 4.2% over fiscal year 2013-14.
- The Village’s long-term debt obligations decreased by \$2,035,000 to a total outstanding of \$11,100,000 comprised of General obligation Bond Series 2009, 2011 and 2012.
- The Village’s Pension systems, IMRF, Police and Fire remain well funded at 76.14%, 66.76% and 68.17% respectively (pg. 53, 57-59). However, the impact of GASB 67&68 has reduced the funding levels somewhat due to changes in actuarial assumptions such as turnover and mortality. As a result of these changes the Village’s contribution is expected to increase by 20% on the police side and 15% on the fire side with the FY2016-17 budget year. Staff will further elaborate on the changes during the Multi-year financial forecast and budget processes.

Jamie Wilkey then provided a brief summary, stating the Village

received a clean audit opinion and there were no material adjustments and no new management recommendations. She then reviewed the three main section of the audit book, highlighting the GFOA CAFR award, the independent auditor opinion, the management discussion and analysis and detailed financial statements to name a few.

Questions:

Mayor Kovarik said this is a lot of good information and it is important for residents to be able to see where their money is going. Mayor Kovarik asked for clarification on the pension funding contribution.

Trustee Ross asked for clarification if we will need more money next year for pension contributions.

Mr. Gosnell said correct.

Mr. Muetz said next year's contribution is \$600,000 higher.

Mr. Gosnell said he has spoken to other communities to see how they plan to approach this, stating there are options out there.

Trustee Ross asked if this was because what is happening with the State.

Ms. Wilkey said explained this is result of a conservative approach to funding by GASB.

Trustee Hood asked the name of our current actuary.

Mr. Gosnell said Tim Sharp.

Trustee Hood asked if our experience with him is good.

Mr. Gosnell said yes.

2. Mayor Kovarik said that there were no discussion topics on the agenda for the October 26th Committee of the Whole meeting and asked the Trustees if they would like to cancel the meeting.

It was moved by Trustee Balmes, seconded by Trustee Ross to cancel the Committee of the Whole meeting for October 26, 2015.

**Voice Vote: ALL AYE: Motion Carried.**

#### **F. OLD BUSINESS**

None.

#### **G. NEW BUSINESS**

1. Approval of Ord. 2015 - 72 granting a Zoning Map Amendment and a Special Use Permit for a Planned Unit Development with Preliminary Plan approval pursuant to the Gurnee Zoning Ordinance for property located at 491 S. Hunt Club Road.

Mr. Muetz said Hawthorn 45 LLC, dba Foxford Communities, is the contract purchaser of 28 acres at the northeast corner of Gages Lake Road and Hunt Club Road. The applicant is requesting rezoning of approximately 24.2 acres from C-2 and R-2 to R-3 Single Family Residential, approval of a Preliminary Planned Unit Development for 73 age-targeted single family homes, and Preliminary Subdivision Plat approval. In order to develop this product type, the applicant has requested departures from the Comprehensive Land Use Plan, the Zoning Code, the Subdivision Code and the Woodland Preservation Code. The departures are detailed in the memo from Community Development Director David Ziegler.

Mr. Muetz said the applicants appeared before the Planning & Zoning Board on September 2, 2015 and received a unanimous favorable recommendation. During the public hearing, several residents who live near the proposed development in the Rolling Ridge and Southridge Subdivisions expressed concerns on density, traffic and the north property line delineation. The proposed development is 3.5 units per acre, which does include some land

areas devoted to stormwater management of the commercial and the Senior Assisted Living facility. With respect the drainage, the site drains to the northeast toward the existing waterway. Detention is proposed in the northeast corner of the site where excess runoff will be controlled and released downstream. The applicant also submitted a traffic report. The report was reviewed by the Village's Traffic Consultant, which concurred with traffic generations and traffic assignments.

Mr. Tim Kellogg representing Hawthorn 45 LLC d/b/a Foxford Communities presented a brief PowerPoint to the Board outlining the proposed development.

Mayor Kovarik said this type of development could also be a fit for young professionals that don't want yard work and don't have kids. She said this definitely fills a gap.

Trustee Ross if the density includes the open space in the middle.

Mr. Ziegler said the lot sizes are approximately 6600 square feet and there will be seven units per acre if you remove common open space and roads.

Trustee Balmes asked if the residents can do some of their own landscaping if they wanted to.

Mr. Kellogg said they can but there are restrictions on fences and large gardens and any landscaping a resident does can't be a burden on the other residents.

Trustee Balmes asked if there will be restrictions on flag poles.

Mr. Kellogg said right now that is there are no restrictions regarding flag poles.

Trustee Garner asked what a unit will sell for.

Mr. Kellogg said prices will range from \$350,000 to \$425,000 and unit sizes range from 1700 to 2200 square feet.

Trustee Garner asked if the units will have basements.

Mr. Kellogg said some will and some may not.

Trustee Garner asked what may go on the commercial portion of the property.

Mr. Kellogg said he is not sure, but it is created in such a way to allow flexibility.

It was moved by Trustee Balmes, seconded by Trustee Hood to approve of Ord. 2015 - 72 granting a Zoning Map Amendment and a Special Use Permit for a Planned Unit Development with Preliminary Plan approval pursuant to the Gurnee Zoning Ordinance for property located at 491 S. Hunt Club Road.

**Roll call,**

**AYE: 6- Thorstenson, Balmes, Hood, Wilson, Ross, Garner**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

2. Approval of Ord. 2015 - 73 granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance for 491 S. Hunt Club Road.

Mr. Muetz said NHI-Bickford RE, LLC, is the contract purchaser of approximately 3 acres of land located at the northeast corner of Gages Lake Road and Hunt Club Road. The applicant is requesting the following approvals: 1) rezoning the property from R-2, Single-Family Residential, and C-2, Community Commercial, to R-3, Single-Family Residential; and 2) obtaining a Special Use Permit to allow the establishment and operation of a 60-unit Assisted Living Facility.

He said Bickford is proposing to construct a 38,200 sq. ft., one-story

60-unit assisted living facility. Sixteen of the units will be secured memory care units. Per the applicant, the typical resident is around 80 years old and does not need skilled nursing care, but cannot live independently. The facility will employ 55 full and part-time employees. The facility is staffed 24-hours seven days per week with three daily shifts. The maximum number of employees on one shift will be 15 staff members, typically on the 7AM-3PM shift.

Mr. Muetz said during the public hearing this project was coupled with the Wentworth age-targeted residential development and therefore, public comments were taken on both petitions

Mr. Muetz said the Planning & Zoning Board reviewed the applicant's request at a public hearing on September 2, 2015, and voted unanimously to forward a favorable recommendation.

Richard Eby representing NHI-Bickford RE, LLC., presented a brief PowerPoint presentation to the Board. The presentation included photos of what the building would look like, stating the building was designed to look residential. He presented illustrations of the types of material they plan to use to construct the building along with interior photos of the building that he described as warm and inviting. He had depictions of what the courtyard area and other landscaping will look like offering a safe and secure environment. He briefly described a typical resident and took questions from the Board.

Trustee Balmes asked how the 60 units are divided up.

Mr. Eby said 44 units for assisted living and 16 units for memory care residents.

Trustee Balmes asked if they had adequate parking.

Mr. Ziegler said parking is adequate.

Trustee Balmes referring to the picture from the slide show asked if the dining area had enough seating for all the residents.

Mr. Eby said yes.

Trustee Ross asked if they rooms are for individuals or could a husband and wife reside in a unit together.

Mr. Eby said that is not the typical situation but two people could reside in one unit comfortably.

Trustee Thorstenson said she presumes some of the residents will use wheelchairs and asked if the common areas will have enough room for them to get around.

Mr. Eby said that is taken into account.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve of Ord. 2015 -73 granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance for 491 S. Hunt Club Road.

**Roll call,**

**AYE: 6- Thorstenson, Balmes, Hood, Wilson, Ross, Garner**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

3. Approval of awarding the Route 132/41 water main relocation project to the low bidder, Campanella & Sons, at a cost of \$654,612.70.

Mr. Muetz said the Illinois Department of Transportation is planning reconstruction of the railroad bridge at Route 132 and 41 to allow additional lanes of traffic to be installed underneath it. As part of this project, the Village must relocate water main. The section of water main in question is currently under pavement on Grand Avenue and has a history of more than 20 breaks.

The bids came in well in excess of budget. As a result, staff worked with the low bidder to adjust the scope of the project. Following this

exercise, the cost was reduced to \$654,612.70. The budget has \$625,000 included and staff has identified funds for sanitary sewer improvements that can be used.

Trustee Wilson asked when this project would start.

Mr. Drabicki said in about 3 weeks.

Trustee Wilson asked if this will shut down Grand and 41.

Mr. Drabicki said one lane would be shut down.

Trustee Wilson asked for how long.

Mr. Drabicki said the lane would only be shut down during construction times and should take about 60 days to complete. He said they would like to have it completed before IDOT starts their project in March.

Mayor Kovarik explained this water main has had many breaks and it is important to resolve this problem.

Trustee Garner asked how they were able to cut \$400,000 off this project.

Mr. Drabicki stated they shortened the length and focused on the portions that need to be moved for the IDOT project. He stated additional work will be required in the future to address the sections that have been removed from this project.

It was moved by Trustee Balmes, seconded by Trustee Wilson to approve of awarding the Route 132/41 water main relocation project to the low bidder, Campanella & Sons, at a cost of \$654,612.70.

**Roll call,**

**AYE: 6- Thorstenson, Balmes, Hood, Wilson, Ross, Garner**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

4. Approval of request to waive the formal bidding process and award Pembroke Tower antenna mounting modification project to Atlantic Construction Companies, Inc. at a cost of \$64,261.92.

Mr. Muetz said in conjunction with the rehabilitation of the Pembroke water tower, the Village requested improvements to the cellular antenna equipment mounting corral located at the top. The previous corral did not satisfy safety requirements or design requirements to meet our needs. As the corral supports both cell companies and Village equipment, staff has been working in conjunction with these private firms. Sprint is working with Atlantic Construction Companies. As the Village occupies space on it, we have been requested to pay 1/3 of the cost. The cost includes 1/3 the cost of the corral fabrication and installation, as well as the crane needed. It also includes installing and testing the Village's equipment and cabling. As well as new obstruction lighting. The Village does have the appropriate funding included in the FY 15/16 Approved Budget to cover our portion.

It was moved by Trustee Wilson, seconded by Trustee Garner to approve of request to waive the formal bidding process and award Pembroke Tower antenna mounting modification project to Atlantic Construction Companies, Inc. at a cost of \$64,261.92.

**Roll call,**

**AYE: 6- Thorstenson, Balmes, Hood, Wilson, Ross, Garner**

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

**H. PUBLIC COMMENT**

None.

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**Closing Comments**

None.

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**Adjournment**

It was moved by Trustee Balmes, seconded by Trustee Ross to adjourn the meeting.

**Voice Vote:    ALL AYE:    Motion Carried.**

Mayor Kovarik adjourned the meeting at 8:19 p.m.

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**Andrew Harris,  
Village Clerk**