

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

**GURNEE VILLAGE HALL  
DECEMBER 21, 2020**

**Call to Order**

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

**Other Officials in Attendance**

Patrick Muetz, Village Administrator; Bryan Winter, Village Attorney; David Ziegler, Assistant Village Administrator / Community Development Director; Ellen Dean, Economic Development Director; Heather Galan, Acting Public Works Director/Village Engineer; Brian Gosnell, Finance Director; John Kavanagh, Fire Chief; Jack Linehan, Assistant to the Administrator

**Roll Call**

**PRESENT: 6- Balmes, Hood, Thorstenson, Ross, Garner, O'Brien**  
**ABSENT: None**

**Pledge of Allegiance**

Mayor Kovarik led the Pledge of Allegiance.

The Mayor remarked at how beautiful the lights are at Welton Plaza and hopes for a tree lighting ceremony in the future.

**A. APPROVAL OF CONSENT AGENDA**

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

**Roll call,**

**AYE: 6- Balmes, Hood, Thorstenson, Ross, Garner, O'Brien**  
**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 December 7, 2020 Village Board meeting.
2. Approval of Ord. 2020 - 68 authorizing acceptance of deed from property commonly known as 0 University Avenue (PIN 07-24-107-004) and 0 Harper Avenue (PIN 07-24-228-005), Gurnee, IL 60031.
3. Approval of Ord. 2020 - 69 authorizing acceptance of deed from property commonly known as 0 Ellis Avenue (PIN 07-23-209-011), Gurnee, IL 60031.
4. Approval of Ord. 2020 - 70 authorizing acceptance of deed from property commonly known as 0 Briar Avenue (PIN 07-24-221-005), Gurnee, IL 60031.
5. Approval of Payroll for period ending December 4, 2020 in the amount of \$1,206,324.31.
6. Approval of Bills for the period ending December 21, 2020 in the amount of \$774,869.70.

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

**Roll call,**

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

**C. PETITIONS AND COMMUNICATIONS**

1. Approval of Proclamation designating January 2020 as Lake County Crime Stoppers Month in the Village of Gurnee.

Mayor Kovarik read into record.

It was moved by Trustee O'Brien, seconded by Trustee Garner to approve January 2021 as Lake County Crime Stoppers Month in the

Village of Gurnee

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

**D. REPORTS**

1. Presentation by Finance Director Brian Gosnell – COVID-19 Financial Update #11.

Finance Director Gosnell presented the following PowerPoint presentation to the Board:

**COVID-19 Financial Impact  
As of November 30, 2020**

Expected Duration

- Restore Illinois - Phased Re-Opening
  - Currently Phase 4
  - Phase 5 (Fully Open) requires “vaccine or highly effective treatment widely available or the elimination of any new cases over a sustained period”
  - Updated Regions – Lake & McHenry Counties

Big Three Status

- Six Flags
  - Holiday in the Park Lights
  - Holiday in the Park Lights Drive-Thru
- Gurnee Mills
  - Limited Opening with Safety Protocols
  - Capacity Limits
- Great Wolf Lodge
  - Closed

General Fund – Revenues

- Original -\$10m or -25%
- Projection -\$9.2m or -21%
  - Big Four -\$9.2m
  - Other Revenues No Net Impact

General Fund – Big Four

- Projection -\$9.2m or -37%
  - Sales Tax -21%, -\$3.6m
  - Amusement Tax -86%, -\$3.2m
  - Hotel Tax -75%, -\$1.4m
  - Food & Beverage Tax -46%, -\$1m

Gosnell presented detailed projections for the following major revenue sources:

General Fund – Sales Tax

- Projection -25% for Remaining Months

General Fund – Amusement Tax

- Projection -90% for Remaining Months
  - GWL & Holiday in The Park Lights
  - Season Pass Sales

General Fund – Hotel Tax

- Projection -75% for Remaining Months

General Fund – F&B Tax

- Projection -50% for Remaining Months

Gosnell presented the expenditures that include:

General Fund – Expenditures

- Original -\$3-\$5m
- Projection -\$4.6m or -11%
  - Next Fiscal Year?

General Fund – Fund Balance

- Original -\$5-\$7m
- Projection -\$3.5m
  - CARES Grant \$1.4m
  - Pension Payments \$4.4m December

General Fund – Outlook

- Use \$3.5m or 15% of Fund Balance
  - FY21 Beginning Fund Balance \$26m or 60%
    - Revenue Impact - \$9.2m or 21%
    - Expenditure Reductions - \$4.6m or 11%
  - FY21 Ending Fund Balance - \$22m (50%)
    - FY2008/2009 Levels

Other Funds

- Water & Sewer Fund
  - Water Sales Down 11% - \$623k
    - Delayed Capital
    - IEPA Loan, Additional Principal
- Capital Improvement Fund
  - HMR Sales Tax – 25% or \$1.2m
    - Delayed Capital
    - Vehicles and IT Security

General Fund

Threats & Opportunities

Threats:

- Increased Restrictions
- Extended Lockdown
- School Closures
- Big Three
  - Public Response
  - Halo Impact
- Permanent Closures
- Housing/Foreclosure Moratoriums Ending
  - Outmigration
  - Consumer Spending

Opportunities:

- Force Retail Re-Think
- Emerging Industries
- Re-Assess Revenue Vulnerabilities
- Re-Think Operating Models
  - Lessons Learned

Questions:

Trustee O'Brien asked if Six Flags' Holiday In The Park made an impact on the revenue. Gosnell stated that once the December returns are filed, the impact will be realized.

Trustee Thorstenson asked about businesses requesting financial assistance. The Mayor responded stating that it is difficult to be equitable within the wide variety of businesses in the Village, while still maintaining the standard of services residents expect.

2. Presentation by Fire Chief John Kavanagh – Fire Station #3 Update #4.

Chief Kavanagh updated the Board on Fire Station 3's progress to date, including structural pictures and financials. Chief is pleased to announce that everything is going good, accountability is excellent and construction is ahead of schedule.

**E. OLD BUSINESS**

1. Approval of Ord. 2020 – 71 adopting by reference the Lake County Watershed Development Ordinance as amended.

Mayor Kovarik stated this was reviewed at the last meeting and is now ready for adoption.

It was moved by Trustee Balmes, seconded by Trustee Hood to approve Ord. 2020-71 adopting by reference the Lake County Watershed Development Ordinance as amended.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

**F. NEW BUSINESS**

1. Approval of Ord. 2020 - granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance to allow the establishment and operation of a vehicle dealership with outdoor storage and display on property located at 5589 Northridge Drive (Anthony Buick GMC, Inc.).

Village Administrator Muetz gave a review of the six Anthony Buick GMC, Inc. ordinances presented for Village Board approval to include the following information:

As it relates to a Special Use Permit pursuant to the Gurnee Zoning Ordinance to allow the establishment and operation of a vehicle dealership with outdoor storage and display on property located at 5589 Northridge Drive (Anthony Buick GMC, Inc.) Administrator Muetz provided the following summary:

Anthony Buick GMC is seeking a Special Use Permit (SUP) for a vehicle dealership with outdoor storage and display on the vacant property located at 5589 Northridge Drive in Northridge Plaza. The subject property is zoned C-2, Community Commercial, and a vehicle dealership with outdoor storage and display requires a Special Use Permit. The dealership would occupy the western 7 acres of the 10 acres site. The C-2 district allows for a car dealership with outside display and storage subject to seven standards which include things like repair services must be conducted inside, display area must be paved, hood must remain closed, pricing is limited to data sheets, and no attention-getting devices may be used (balloons, etc).

Dealership operations include:

- 40,500 square foot facility with a construction value of at least \$6 million
- Sales: Mon. – Fri. 10am to 8pm, Sat. 10am to 6pm, Sun. Closed
- Service and Parts: Mon. – Fri. 7am to 5pm, Sat. 7am to 1:30pm, Sun. Closed
- 61 employees
- 3 access points for the site
- 563 parking stalls
- Vehicle display area with up-lighting northeast of the building

The second ordinance under New Business is granting Special Use Permits related to signage for property located in Northridge Plaza (Anthony Buick GMC). In conjunction with the proposal to construct a new dealership facility, Anthony Buick GMC is requesting an off-premise sign (since it would be located on an easement on the Woodhill Springs property), one additional sign above what is allowed by code (since it would technically be a second ground sign on the Woodhill Springs site) and an electronic message board. The sign conforms to code in regards to height and size (code allows a 12-foot tall 90 sq. ft. sign).

The third ordinance under New Business related to Anthony Buick GMC is granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance for an electronic message board sign adjacent to the Tollway on property located in Northridge Plaza

Anthony Buick GMC is requesting that the sign adjacent to the Tollway include an electronic message board (EMB) component. The sign as proposed is 12' tall and 88 square feet in size (per sign face). Of the 88 square feet, Anthony has requested 43.5 square feet be an electronic message board. The dimensions of the EMB as approximately 9' wide by 4'10" tall. Anthony is aware of the conditions placed on the Temps Now sign that was approved earlier in the year and is agreeable to them. While the Planning & Zoning Board did not have issue with the additional sign on the hotel property or the sign along the Tollway (5-1 favorable recommendations), it did vote to forward an unfavorable recommendation on the EMB request. The vote was 4 against, 2 for. This is consistent with past recommendations from the PZB regarding EMBs. It is important to note, the EMB request pertains only to the Tollway sign, it does NOT

include the sign near Northridge Drive.

The fourth ordinance is granting the vacation of an emergency access easement on property located in Northridge Plaza. Administrator Muetz stated the vacant parcel in Northridge Plaza has a 30-foot wide "Easement for Emergency Vehicle Access" recorded across the middle of the property (running east and west). It was recorded in 1992 when the property was subdivided as a result of the length of the cul-de-sac. While the easement exists on paper, it was never constructed and has not been an issue over the past 30 years as it relates to Police, Fire and Public Works accessing all the properties on the roadway. In order to develop the vacant parcel, Anthony GMC has requested this easement be vacated. Police, Fire and Public Works have reviewed the request and are agreeable to it.

The fifth ordinance under New Business is approval of a sales tax rebate agreement between the Village of Gurnee and Anthony Buick GMC, Inc. Administrator Muetz stated this was discussed during the Public Hearing. He stated the Village drafted an agreement that protects its \$300,000 sales tax base generated by Anthony and rebates everything above that dollar amount over a 5-year period up to \$1.5 million, whichever comes first. The 3 acres not occupied by Anthony may also be included in the rebate agreement if approved by the Village Board at a future date.

The sixth and final ordinance related to Anthony Buick GMC is authorizing the waiver of certain building permit fees for the proposed construction of the Anthony Buick GMC, Inc. dealership located at Northridge Plaza, 5589 Northridge Drive, Gurnee, IL. Administrator Muetz stated this was also discussed during the Public Hearing and that in conjunction with Sales Tax Rebate Agreement is a waiver of \$25,000 of building permit fees is proposed. Based on the size and value of the project, we estimate the total building permit to be in excess of \$50,000.

#### Comments/Questions:

Trustee Thorstenson asked about the hours of operation and the delivery of vehicles during regular business hours. Mr. Blum clarified her question stating the hours of operation are 10 a.m. to 8 p.m. and there may be a rare occasion where vehicles may be delivered before 10 a.m. and after 8 p.m. Assistant Village Administrator / Community Development Director David Ziegler stated that construction hours are 7 a.m. to 7 p.m.

Trustee O'Brien made comments regarding the electronic message board sign stating that he voted "yes" on the East Grand sign because this is an economic zone the Village Board wants to promote. He further stated he is comfortable with the request because it's on the Tollway and the east side at that.

Trustee Ross stated she does not like the electronic message board and believes it is distracting. She further stated that drivers have enough to concentrate on coupled with cell phone usage, which is a distraction. She stated she believes if the Village allows Anthony Buick GMC to construct the sign it will open the floodgate for other businesses to request the same thing.

Trustee Hood stated he believes the Village has been able to control appropriate limitations of electronic message boards for mass use in the Village. He further believes there are a lot of things regarding this request that makes it unique and is agreement with the request.

Trustee Ross expressed concerns about speeds traveled on the Tollway and how this relates to viewing the proposed sign. Assistant Village Administrator / Community Development Director David Ziegler stated that by the time you can view the sign, you are already in the splitter lane.

Trustee Balmes stated she is in agreement with the electronic message board sign especially since it is on the Tollway. She used the Six Flags electronic rotating message board on the Tollway as an example.

Trustee Garner asked about limitations or restrictions on the type of business that can be put on the three vacant parcels outside the dealership. Assistant Village Administrator / Community Development Director David Ziegler stated that the parcels are zoned straight C-2.

The Mayor complimented staff on putting together a win-win structure for the incentive package that benefits both the Village and the car dealership.

It was moved by Trustee Ross, seconded by Trustee Balmes to approve of Ord. 2020 - 72 granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance to allow the establishment and operation of a vehicle dealership with outdoor storage and display on property located at 5589 Northridge Drive (Anthony Buick GMC, Inc.).

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

2. Approval of Ord. 2020 – 73 granting Special Use Permits related to signage for property located in Northridge Plaza (Anthony Buick GMC, Inc.).

It was moved by Trustee Garner, seconded by Trustee Thorstenson to approve of Ord. 2020 - 73 granting Special Use Permits related to signage for property located in Northridge Plaza (Anthony Buick GMC, Inc.).

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

3. Approval of Ord. 2020 – 74 granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance for an electronic message board sign adjacent to the Tollway on property located in Northridge Plaza (Anthony Buick GMC, Inc.)

It was moved by Trustee O'Brien, seconded by Trustee Garner to approve of Ord. 2020 granting a Special Use Permit pursuant to the Gurnee Zoning Ordinance for an electronic message board sign adjacent to the Tollway on property located in Northridge Plaza (Anthony Buick GMC, Inc.)

**Roll call,**

**AYE: 5- Balmes, Hood, Thorstenson, Garner, O'Brien**

**NAY: 1- Ross**

**ABSENT: 0- None**

**Motion Carried.**

4. Approval of Ord. 2020 – 75 granting the vacation of an emergency access easement on property located in Northridge Plaza (Anthony Buick GMC, Inc.).

It was moved by Trustee Balmes, seconded by Trustee Ross to approve Ord. 2020 – granting the vacation of an emergency access easement on property located in the Northridge Plaza (Anthony Buick GMC, Inc.).

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

5. Approval of Ord. 2020 – 76 approving a sales tax rebate agreement between the Village of Gurnee and Anthony Buick GMC, Inc.

It was moved by Trustee Garner, seconded by Trustee O'Brien to approve Ord. 2020 – 76 approving a sales tax rebate agreement between the Village of Gurnee and Anthony Buick GMC, Inc.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

6. Approval of Ord. 2020 – 77 authorizing the waiver of certain building permit fees for the proposed construction of the Anthony Buick GMC, Inc. dealership located at Northridge Plaza, 5589 Northridge Drive, Gurnee, IL.

It was moved by Trustee Balmes, seconded by Trustee Garner to approve Ord. 2020 – authorizing the waiver of certain building permit fees for the proposed construction of the Anthony Buick GMC, Inc. dealership located at Northridge Plaza, 5589 Northridge Drive, Gurnee, IL.

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

**Motion Carried.**

7. Approval of Res. 2020 – 11 committing local funds in conjunction with Rebuild Illinois Bond Funds (Illinois State Toll Highway Authority and Lake County Department of Transportation Stearns School Road Bridge enhancement project).

Village Administrator Muetz gave a review stating that on May 4, 2020, the Village Board approved an Intergovernmental Agreement between the Tollway, the Village and Lake County regarding the improvements at Stearns School Road Bridge over I-94. The Village's share is estimated at \$1,091,865.00, with the first payment of 35% (\$382,152.75) due to the Tollway at the end of 2020. Since that time, the Village has received local Rebuild Illinois Transportation Bond Funds from the State in the amount of approximately \$687,490. The State intends to disburse the same amount in both 2021 and 2022. Similar to MFT Funds, these funds are highly restricted. Village staff has confirmed with IDOT that the Stearns Road bridge projects qualifies as major rehabilitation. Since these funds are highly restricted, using them verses other Village funds provides us more flexibility in allocating resources. The resolution is a State requirement that will allow the Village to use Rebuild Funds.

It was moved by Trustee O'Brien, seconded by Trustee Garner to approve Resolution 2020 - 11 committing local funds in conjunction with Rebuild Illinois Bond Funds (Illinois State Toll Highway Authority and Lake County Department of Transportation Stearns School Road Bridge enhancement project).

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

8. Approval of Public Works Department request to waive bidding requirements and purchase multifunction diesel drive air compressor/generator unit from Bonnell Industries, at a cost not to exceed \$30,206.00 (Previously delayed purchase – completes Public Works Unit #791).

Village Administrator Muetz stated that Unit 791 is the Vehicle Maintenance pick-up truck that is used to respond in the field when Village vehicles breakdown. In July of 2019 a partial up-fitting of Unit #791 was brought before the Village Board at a reduced scope due to financial constraints. The remainder of the up-fitting was pushed to this budget year. Last year the vehicle was up-fitted with a utility service body, back rack, lift gate and refueling tanks from Bonnell. The air compressor/generator and hose reel were held. The two liquid tanks currently mounted on 791 need an air compressor to dispense liquids. The air compressor is also needed to operate air tools and to fill tires on road calls. After meeting with Village management to review outstanding requests and current finances, the Public Works Department was directed to move forward with requesting purchase of the remaining components to utilize Unit #791

as intended.

It was moved by Trustee Thorstenson, seconded by Trustee O'Brien to approve Public Works Department request to waive bidding requirements and purchase multifunction diesel drive air compressor/generator unit from Bonnell Industries, at a cost not to exceed \$30,206.00 (Previously delayed purchase – completes Public Works Unit #791).

**Roll call,**

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

**NAY: 0- None**

**ABSENT: 0- None**

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**G. PUBLIC COMMENT**

None.

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**Closing Comments**

None.

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**Adjournment**

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

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

Mayor Kovarik adjourned the meeting at 8 p.m.

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**Donna R. Dallas,  
Deputy Clerk**