

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

**GURNEE VILLAGE HALL
NOVEMBER 4, 2019**

Call to Order

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

Other Officials in Attendance

Patrick Muetz, Village Administrator; David Ziegler, Assistant Village Administrator / Community Development Director; Bryan Winter, Village Attorney; Brian Gosnell, Finance Director; John Kavanagh, Fire Chief; Brian Smith, Police Chief; Jesse Gonzalez, Deputy Police Chief; Willie Meyer, Police Commander; Tracy Velkover, Planning Manager; Ellen Dean, Economic Development Director, Jack Linehan, Assistant to the Administrator

Roll Call

PRESENT: 6-Ross, Garner, O'Brien, Balmes, Hood, Thorstenson
ABSENT: 0- None

Pledge of Allegiance

Mayor Kovarik led the Pledge of Allegiance.

A. APPROVAL OF CONSENT AGENDA

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

Roll call,

AYE: 6- Ross, Garner, O'Brien, Balmes, Hood, Thorstenson
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 October 21, 2019 and October 28, 2019 Village Board meetings.
2. Approval of Payroll for period ending October 25, 2019 in the amount of \$883,381.48.
3. Approval of Bills for the period ending November 4, 2019 in the amount of \$594,257.28.

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

Roll call,

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

C. PETITIONS AND COMMUNICATIONS

1. Approval of a Proclamation designating November as "National American Indian/Alaska Native Heritage Month" in the Village of Gurnee.

It was moved by Trustee Ross, seconded by Trustee Balmes to approve a Proclamation designating November as "National American Indian/Alaska Native Heritage Month" in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried

2. Approval of a Proclamation designating November 15, 2019 as "American Enterprise Day" in the Village of Gurnee.

It was moved by Trustee O'Brien, seconded by Trustee Balmes to approve a Proclamation designating November 15, 2019 as "American Enterprise Day" in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried

FBLA American Enterprise committee members Alexis Albrecht and

Kendal Parr addressed the Board and gave an update on their most recent projects and activities including their fall retreat held in Springfield, IL and the American Enterprise project which will consist of spreading the knowledge of the American Enterprise throughout WTHS.

D. REPORTS

1. Report from Lauterbach & Amen, LLP – Comprehensive Annual Financial Report for the Fiscal Year ending April 30, 2019.

Ann VanVoorn, Principal, Lauterbach & Amen, LLP, gave a review of the completed audit 2019 highlighting the management letter and the CAFR which is our audit or independent verification of the Village's assets, liabilities, revenues and expenses. Some of the financial highlights include.

- General Fund Assets increased by \$2,007,628 to \$31,682,784, including an increase of \$2,105,415 of Cash & Investments.
- Fund balance in the General Fund increased by \$701,751 to \$26,743,168 or 60.16% of FY2019-20 budgeted expenditures (pg. 35) after accounting for the budget adjustment to pay off the Series 2011 Bonds early.
- Water & Sewer Fund Cash & Investments increased by \$1,415,595 to \$6,349,933.
- Unrestricted net position (fund balance) in the Water & Sewer Fund increased by \$731,073 to \$5,568,795 or 69.94% of FY2019-20 budgeted operating expenditures.
- Village-wide Sales taxes increased 2.64% over fiscal year 2017-18 to \$22,168,583.
- The Village's long-term debt obligations decreased by \$1,015,000 to a total outstanding of \$4,380,000 comprised of General obligation Bond Series 2011 (retired early in FY 19/20).

Ms. VanHoorn concluded by thanking Finance Director Brian Gosnell and stated staff were very responsive and excellent work with from start to finish.

The Mayor thanked Ms. VanHoorn for all of the hard work put forth in completing the report which gives a good visual of how the village is performing financially.

E. OLD BUSINESS

None.

F. NEW BUSINESS

1. Approval of Ord. 2019-74 approving a Special Use Permit pursuant to the Gurnee Zoning Ordinance for 6557 Route 132 Suite 200 (Helzberg Diamonds).

Village Administrator Muetz gave an overview stating that Helzberg Diamonds is requesting a Special Use Permit (SUP) to allow the installation of two (2) additional wall signs, as well as a wall sign that exceeds the allowable size. The Zoning Ordinance allows Helzberg two wall signs; one at 56 sq. ft. and one at 175 sq. ft. The requested wall sign are as follows:

- North/west wall (corner sign which wraps around both sides): Back-lit metal facet panel sign (162 sq. ft., or 81 sq. ft. per elevation)*
- North wall: Helzberg Diamonds on a halo-lit backer panel (62 sq. ft.)
- West wall: Helzberg Diamonds on a halo-lit backer panel (62 sq. ft.)
- South wall: Helzberg Diamonds on a halo-lit backer panel (62 sq. ft.)

Administrator Muetz stated with regards to the sign on the north/west corner the Planning and Zoning Board (PZB) determined that it met the standards for a SUP and supported its installation as a high quality approach to the tenant's façade improvements and rebranding. The "Helzberg Diamonds" signs on the north, west, and south walls are internally illuminated, pin-mounted signs placed on burgundy metal panels. Because they are internally illuminated and not back-lit letters, they are viewed as raceway signs by the sign ordinance. He stated the PZB was not overly concerned with the increase in the size for these signs and noted that the size of the lettering in the name itself results in a sign size of 40 sq. ft., well

under the size allowed and it is only the halo-lit backer panel which increases the size over the allowable amount. The Planning and Zoning Board agreed that the halo-lit backer panel adds a higher quality element to the sign. Mr. Muetz stated the sign on the south wall is not allowed because there are no windows but similar to McAllisters sign, which was approved prior to its opening, the business would like to identify itself on this wall. Following testimony and discussion the Planning and Zoning Board is forwarding a unanimous favorable recommendation.

It was moved by Trustee Balmes, seconded by Garner to approve a Special Use Permit pursuant to the Gurnee Zoning Ordinance for 6557 Route 132 Suite 200 (Helzberg Diamonds).

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

2. Approval of Ord. 2019-75 granting a Zoning Text Amendment pursuant to Article 8 "Uses" of the Gurnee Zoning Ordinance.

Administrator Muetz gave an overview stating that staff is recommending an amendment to the Zoning Ordinance related to screening and drainage standards for car washes. Since car washes are only allowed as a Special Use screening can be reviewed on a site by site basis. As it relates to drainage, this is reviewed by the Engineering Division during the permitting process, which already requires that car washes drain away from adjoining properties. Therefore, it does not need to be regulated within the Zoning Ordinance. Administrator Muetz concluded by stating these amendments were reviewed by the Planning & Zoning Board on August 21st and received a unanimous favorable recommendation.

It was moved by Trustee Thorstenson, seconded by Trustee Ross to grant a Zoning Text Amendment pursuant to Article 8 "Uses" of the Gurnee Zoning Ordinance.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

3. Approval of Ord. 2019-76 granting a Zoning Text Amendment pursuant to Article 11 "Off-street Parking & Loading" of the Gurnee Zoning Ordinance.

Planning Manager Tracy Velkover gave an overview stating that when the Zoning Ordinance was updated in 2015, new regulations were enacted with respect to the width of driveways associated with detached garages. The concern was with residential property owners paving large areas of their yards for vehicle parking/storage. Driveways for detached garages are limited to 12 feet in width. Driveways for attached garages are limited to the width of the garage plus 18 inches on both sides or a maximum of 24 feet, whichever is less. If the garage is wider than 24 feet, the driveway can be as wide as the garage plus 18 inches on both sides for a distance of 20 feet before tapering back to the maximum width required. Since the adoption of the Zoning Ordinance, staff has denied a number of permits for replacement driveways to detached garages that appeared, to staff, to be reasonable in terms of their width. As result, staff surveyed some surrounding communities. Results varied from community to community. Based on this information, staff proposed to amend the maximum driveway width for detached garages from 12 feet to the following:

- a. One car garage: 14 feet
- b. Two car garage: 16 feet
- c. Three or more car garage: 18 feet

For the purpose of this provision, 9 feet of garage width is required per garage space.

This amendment was reviewed by the Planning & Zoning Board on August 21st and received a 5-1 favorable recommendation.

It was moved by Trustee Balmes, seconded by Trustee Thorstenson to grant a Zoning Text Amendment pursuant to Article 11 "Off-street Parking & Loading" of the Gurnee Zoning Ordinance.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

4. Approval of the 2020 Village Board meeting schedule.

Village Administrator Pat Muetz stated that Village Board meeting schedule strives to maintain regular business meetings on the 1st and 3rd Mondays and Committee of the Whole Meetings on the 4th Mondays while taking into account major holidays, observances and early voting/voting.

It was moved by Trustee Balmes, seconded by Trustee O'Brien to approval the 2020 Village Board meeting schedule.

Roll call,

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

NAY: 0- None

ABSENT: 0- None

Motion Carried.

G. PUBLIC COMMENT

**Nick Peart
5341 Conifer Lane
Gurnee, IL**

Mr. Peart addressed the Board and stated he is gathering information regarding Internet security and asked if Gurnee was doing anything to protect its citizens in public spaces such as the library and other locations. The Mayor referred Mr. Peart to Assistant to the Village Administrator Jack Linehan who will assist with his request.

Closing Comments

None.

Adjournment

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

Voice Vote: ALL AYE: Motion Carried.

Mayor Kovarik adjourned the meeting at 7:25 p.m.

**Donna Dallas
Deputy Village Clerk**