

**MINUTES
COMMITTEE OF THE WHOLE MEETING
VILLAGE OF VERNON HILLS
FEBRUARY 21, 2006**

IN ATTENDANCE: President Byrne called the meeting to order at 7:15 p.m. The following Trustees were present: Hebda, Koch, Marquardt, Schultz and Schwartz. Trustee Williams was absent.

Also present were Village Manager Allison, Assistant Village Manager Finance Director Nakrin, Building Commission Gerth, Police Chief Fleischhauer, Public Works Director Laudenslager, Village Engineer Brown, Attorney Citron and Deputy Clerk Pelletier.

1. APPROVAL OF 2/10/2005 SPECIAL COMMITTEE OF THE WHOLE MINUTES & 2/07/2006 COMMITTEE OF THE WHOLE MINUTES.

Motion by Trustee Schwartz, second by Trustee Marquardt approval of the 2/10/2005 Special Committee of the Whole Minutes. Roll call vote:

AYES: 5-Schwartz, Hebda, Koch, Marquardt, Byrne

NAYS: 0-None

ABSTAIN: 1-Schultz

ABSENT: 1-Williams

Motion declared carried.

Motion by Trustee Schultz, second by Trustee Marquardt approval of the 2/07/2006 Committee of the Whole Minutes. Roll call vote:

AYES: 6- Hebda, Koch, Marquardt, Schultz, Schwartz, Byrne

NAYS: 0-None

ABSENT: 1-Williams

Motion declared carried.

2. SAM'S CLUB FUELING STATION – PRESENTATION OF CONCEPT PLANS - 335 N. MILWAUKEE AVENUE.

Assistant Manager Kalmar introduced Mark Eiden, representing the developer presenting the concept plans for a fueling station to be located at the NW corner of the Sam's Club property. Their request was to amend the approved site plan to be able to place a 299 sq. ft. kiosk to house an on-site attendant, a 5,430 sq ft canopy, 6-fuel dispenser islands and 3-underground fuel storage tanks. A convenience store would not operate at the kiosk and the operating hours would be Monday- Saturday from 6:00 a.m.-9:00 p.m. and Sunday from 9:00 a.m.-7:00 p.m. The exterior finish on the kiosk would be similar to the existing Sam's Club.

The proposed canopy signage would consist of stud mounted lettering to read "SAM'S CLUB Gas". The signage would not project above the roofline and would adhere to the total square footage allowed by the current zoning ordinance. No ground-mounted signs had been proposed.

The placement of the station would result in the loss of 125 parking spaces. The Market Place REOA would need to approve the reduction in spaces. The number of spaces was less than what was required by the zoning provisions of the Annexation Agreement and should not impact the parking on this or adjoining properties.

Two existing parking lot light standards would be removed and relocated and the proposed lighting for the canopy would be flat lens and recessed.

Additional landscaping would be added that conforms to the current zoning ordinance requirements. To date, no landscape plan had been submitted. The plan would require certain changes to the landscape island along the frontage road serving the entire development. The Engineering Division had concerns about the vehicle maneuvering adjacent to the site and the location of the western entry/exit point of the proposed fueling station and could require adjustments to the existing parking lot outside the limits of the project. The Market Place Annexation Agreement would allow the station as a special use and would require a public hearing before the Planning and Zoning Commission.

Representatives of the project stated the station would only take credit cards and customers would be members only. Diesel fuel would be available at the station.

Trustee Koch inquired why the site plan had left an L-shaped parking area and was informed it was part of the lease agreement to employees of other businesses. Trustee Hebda inquired if there were current facilities in the area and was informed stations were located in Crystal Lake and Evanston. Trustee Hebda stated concerns on the traffic volume on the frontage road to the west of the project. Trustee Hebda was not in favor of the signage. Chief Fleischhauer stated further discussions would take place regarding the traffic issues. Trustee Schwartz recommended alleviating the 2-way traffic to the south of the site. President Byrne inquired if there was an issue on parking during the holiday season and was informed the parking lot was under utilized. Trustee Schultz recommended a better use for the property.

3. CONSIDERATION OF A REPORT AND RECOMMENDATION FROM THE PLANNING AND ZONING COMMISSION REGARDING RIVER GLEN TOWNHOMES PROPOSED BY LANDMARK DEVELOPMENT GROUP FOR PROPERTY LOCATED AT THE SOUTHEAST CORNER OF ROUTE 45 AND PORT CLINTON ROAD.

Assistant Village Manager Kalmar stated Landmark Development appeared before the Planning and Zoning Commission on January 18, 2006 meeting and requested the following five items:

1. To amend the Zoning District Map of the Village of Vernon Hills to change the zoning classification from R-1 Single Family Residential to R-6, Two-Family and Attached Single Family residential district.
2. A Special Use Permit to allow for a Planned Unit Development consisting of 15 townhomes, known as River Glen Town Homes, along with certain variations, including but not limited to, on-site detention and set back requirements.
3. Preliminary site and landscaping plans for a 15-unit development.
4. Preliminary site improvement plans.
5. Architectural elevations for the proposed townhome units.

The property was located in the Village's TIF District and was currently zoned R-1, 2-acre single family residential. Mr. Kalmar stated this classification was a holding district for properties which are newly annexed or that have not been designated for development. The plan would have to be developed as a PUD and be rezoned to R-6, similar to Sarah's Glen.

The petitioner, Peter Sasinowski, had proposed to construct 15 townhome units just west of the Sarah's Glen development. The units would be 2,000 to 2,400 sq. ft. in size and would be priced from \$485,000 to \$550,000. The petitioner indicated a proposed connection into Sarah's Glen with

the extension of Christine Court thru their development to Port Clinton Road. The streets within River Glen would be publicly dedicated to the Village and one road was moved to avoid several large trees. Due to the realignment of Port Clinton Road as a part of the TIF improvements, the connection to Port Clinton Road would be right in/right out only.

The exterior materials would be a combination of brick, stone and limestone on all four sides of the buildings. Architectural grade shingles would be used and each unit would have a full basement. The use of stamped concrete driveways would be for all units.

HOA President Christina Robinson of Sarah's Glen stated at the hearing she had met with the developer and they were in support of the plans. The biggest concern was the maintenance and preservation of the treeline between the two properties. The HOA of Sarah's Glen was pleased with the proposed playground to be constructed.

Mr. Kalmar stated the Planning and Zoning Commission voted unanimously to recommend approval on the following four items:

- A. To amend the Zoning District Map of the Village of Vernon Hills to change the zoning classification from R-1 Single Family Residential to R-6, Two-Family and Attached Single Family residential district.
- B. A Special Use Permit to allow for a Planned Unit Development consisting of 15 townhomes, known as River Glen Town Homes, along with certain variations, including but not limited to, on-site detention and set back requirements.
- C. Preliminary site and landscaping plans for a 15-unit development.
- D. Architectural elevations for the proposed townhome units.

All recommendations were made subject to the following twenty-one conditions:

1. Final approval of plans by the Village Engineer and Landscape Architect
2. Approval of the required special use permit and rezoning of the property to R-6 by the Village Board.
3. Review and approval of the homeowner's association documents by the Village Attorney prior to final approval by the Village Board.
4. Preparation and use of a disclosure letter in which future owners acknowledge the future expansion of Route 45 to a five-lane cross-section.
5. Compliance with the Technical Review comments dated November 30, 2005 and the Village Engineer's Review dated December 21, 2005
6. Addressing the other comments in the staff report before final approval
7. School, park and cultural/community centers donations would be required pursuant to Sections 4 and 6 of the Development Ordinance.
8. Provision of commercial grade playground equipment.
9. The connection of Christine to Port Clinton would be a right in/out only.
10. Submission of detailed information on patio sizes for each unit.
11. Compliance with all ordinance and standards of the Village except as otherwise noted.
12. Reappearance before the P&Z Commission for final approval of all plans.
13. Establish an agreement for use of the park between Sarah's Glen and River Glen
14. Satisfactory agreement between Sarah's Glen and River Glen on detention issues.

15. Petitioner should provide information on signage and lighting
16. The petitioner would use stamped concrete in lieu of asphalt driveway which were delineated
17. Petitioner would work with Staff on the tree line which borders Sarah's Glen
18. Petitioner work with Staff on the fencing which borders Sarah's Glen and ensure minimal damage to vegetation.
19. Petitioner would work with Staff on the detention and draining
20. The petitioner would provide floor plans for the basements.
21. Updated elevations for the wrapping of the stone to the side elevations

Motion by Trustee Schultz, second by Trustee Marquardt to approve the Planning and Zoning recommendations and proceed with the technical review process and return to the Planning and Zoning Commission for the Special Use Permit as presented. Roll call vote:

AYES: 6- Hebda, Koch, Marquardt, Schultz, Schwartz, Byrne

NAYS: 0-None

ABSENT: 1-Williams

Motion declared carried.

4. CONSIDERATION OF REQUEST BY WRITER ESTATES TO AMEND THE APPROVED SUBDIVISION LANDSCAPE PLAN FOR THE PURPOSE OF INSTALLING A WROUGHT IRON STYLE FENCE AND MASONRY PILLARS PARALLEL TO ROUTE 45 WITHIN THE COMMON AREA LANDSCAPE BUFFER.

Building Commissioner Gerth stated the developer was requesting to amend their landscape plan for a fence design similar to the parameter fencing located in the Gregg's Landing Subdivision with the exception that several masonry pillars would be included. The brick used to construct the new pillars would closely match the brick used on the subdivision ground-mounted sign. Motion by Trustee Hebda, second by Trustee Marquardt to recommend approval and have staff proceed with drafting an ordinance amendment for final approval at the 3/07/2006 Board meeting. Roll call vote:

AYES: 6-Koch, Marquardt, Schultz, Schwartz, Hebda, Byrne

NAYS: 0-None

ABSENT: 1-Williams

Motion declared carried.

5. CAPITAL PROJECTS LIST – ROUTE 45 SIDEWALK.

Village Engineer Brown indicated staff reviewed the 1,800 lineal feet sidewalk located on the north side of Route 45. The proposed extension would interconnect the Corporate Woods maintained pathways and go to the Half Day TIF area. The estimated cost including grading and tree removal was \$60,000, assuming the Engineering staff would perform the topographical survey and prepare the engineering plans and bid documents. The Village Attorney could prepare the easement documents.

One proposal would be to place the path in the State right of way, which contained ditches and sloped to the roadway and would require a retaining wall. An alternate proposal would be to seek permission of all property owners for the easement, which was not included in the \$60,000. With the recent sale of the Kelly's Day Camp property, it should be anticipated the site would be redeveloped in the near future. The developer would be required to extend the sidewalk as part of their improvements.

The project would be difficult to construct this season due to acquisition and preparation of the necessary plans and bid documents. Mr. Brown recommended consideration of the project for the FY2007-08 Capital Improvement Program. President Byrne inquired if a recapture agreement could be negotiated with developers. Mr. Brown recommended asphalt versus crushed stone for the sidewalk. Trustee Schultz inquired if there was a possibility to do anything this year along the

shoulder of the road and was informed it was not a good safety distance, plus the State would have to give approval. Mr. Brown stated the residents lived on the south side of Route 45 and some type of crossing would be needed to access the sidewalk on the north side. Trustee Koch recommended a crossing at Port Clinton Rd. with signalization. Trustee Koch questioned whether sidewalks could be placed along the south side of the road, but the majority of the property fell in a flood plain.

6. RECESS/RECONVENE COMMITTEE OF THE WHOLE

Motion by Trustee Marquardt, second by Trustee Koch to recess the Committee of the Whole Meeting to Closed Session to discuss land acquisition-[Sec. 2(c)(5)] as allowed under the Open Meetings Act. Roll call vote:

AYES: 6-Marquardt, Schultz, Schwartz, Hebda, Koch, Byrne

NAYS: 0-None

ABSENT: 1-Williams

Motion declared carried. (Meeting recessed at 8:15 p.m.)

President Byrne reconvened the Committee of the Meeting at 8:40 p.m. The following Trustees were present: Hebda, Koch, Marquardt, Schultz and Schwartz. Trustee Williams was absent.

7. FY200607 BUDGET REVIEW.

BUDGET OVERVIEW

The projected FY06-07 would be another year highly constrained by slow growth in our sales tax. The sales tax budget for the main General Fund (the base operations of the Village) was budgeted at \$8,921,000, which assumed 1% growth above existing levels, plus \$150,000 from a full year of the expanded Target, plus \$271,000 of CDW revenues diverted from the Capital Subfund. The non CDW component by itself was projected to be \$8,650,000 down 6.34% from last year's projected \$9,236,000. Last year's trends and upcoming developments supported a more optimistic (and ultimately incorrect) forecast. The CDW component of sales tax was budgeted at \$1,080,000 up 8.0% from last year's budgeted level. Other major revenue sources included income tax at \$1,849,558 up 8.95% based on the IML estimate; the electric utility tax at \$1,466,000 down 0.27% based on recent history; the telecommunications tax at \$1,142,000, up 0.53% based on recent history, and Building licenses and permits at \$954,750, up 1.23%. The overall budget was \$30,084,986, which included \$16,953,686 for operations, \$1,278,300 for debt service, \$8,339,000 for capital, \$467,000 for transfers and \$3,027,000 for cash reserved for equipment replacements and contingencies. In the General Fund (including all of its Subfund components), the overall budget was \$26,895,986, which included \$16,690,686 for operations, \$1,278,300 for debt service, \$7,831,000 for capital, \$467,000 for transfers and \$629,000 for reserves. The overall General Fund budget increased by 21.73% from last year's original budget, with a 4.46% increase in operations, a 14.32% decrease in debt service, a 130.66% increase in capital, a 9.99% increase in transfers and a 21.86% decrease in cash reserved for equipment replacement and contingencies.

POLICE DEPARTMENT BUDGET

The FY06-07 Police budget would be \$8,141,831 which was a 4.43% increase from last year's level. Salaries were increased by 3.92% to \$5,480,329; fringes were \$1,728,082, a 5.27% increase; contractual services were \$440,130, a 1.06% decrease, commodities were \$204,920, a 0.87% decrease; and equipment was \$288,370, a 14.19% increase. The budget reduced one records clerk position from last year's budget and the ability to operate without this position was currently under reviewed. Motion by Trustee Hebda, second by Trustee Marquardt to approve the \$8,141,831 budget as presented. Roll call vote:

AYES: 6- Hebda, Koch, Marquardt, Schultz, Schwartz, Byrne

NAYS: 0-None
ABSENT: 1-Williams
Motion declared carried.

911 BUDGET

The 911 Budget was a \$981,000 budget, which was 15.14% greater than last year's budget because some of the designated 911 equipment replacement reserves built up over several years were used for their intended purpose of replacing police communications equipment in the capital sub fund. The budget consisted of a \$252,000 transfer to the General Fund for the reimbursement of the Communications Division of the Police Department for some of the services provided to the 911 system, a \$180,000 transfer to the Capital sub fund for the communications equipment, and \$549,000 as designated reserves to replace existing equipment and contracts as they expired. Motion by Trustee Hebda, second by Trustee Koch to approve the \$981,000 budget as presented.

AYES: 6-Schultz, Schwartz, Hebda, Koch, Marquardt, Byrne
NAYS: 0-None
ABSENT: 1-Williams
Motion declared carried.

DRUG FORFEITURE BUDGET

A budget of \$3,000 was requested at the same as last year. The revenues that are received for drug seizures could only be used for drug enforcement items. Motion by Trustee Schultz, second by Trustee Schwartz to approve the \$3,000 budget as presented. Roll call vote:

AYES: 6-Marquardt, Schultz, Schwartz, Hebda, Koch, Byrne
NAYS: 0-None
ABSENT: 1-Williams
Motion declared carried.

DUI BUDGET

The budget was restricted to items associated with DUI enforcement and nothing was programmed this year and was revenue generated from fines. Monies were still in the account. Five in-car cameras would need to be replaced. Motion by Trustee Schultz, second by Trustee Schwartz to approve the \$25,000 budget as presented. Roll call vote:

AYES: 6- Koch, Marquardt, Schultz, Schwartz, Hebda, Byrne
NAYS: 0-None
ABSENT: 1-Williams
Motion declared carried.

FIRE AND POLICE COMMISSION BUDGET

The budget would be \$11,439, and increase of last year's \$2,664 budget due to the testing for officers to be done in the fiscal year. Motion by Trustee Koch, second by Trustee Marquardt to approve the \$11,439 budget as presented. Roll call vote:

AYES: 6-Schultz, Schwartz, Hebda, Koch, Marquardt, Byrne
NAYS: 0-None
ABSENT: 1-Williams
Motion declared carried.

REMAINDER OF COMMITTEES BUDGET

The overall Committee budget was \$50,573, up \$15,615 from last year's level. The other major increases were \$6,740 in the Senior Citizens budget and a \$3,500 in the Citizens Environment budget. The increase in the Citizens Environment budget reflects the movement of Arbor Day supplies from

the consolidated Forestry Advisory Committee. The Arbor Day budget would be moved under Public Works. Motion by Trustee Koch, second by Trustee Hebda to approve the \$34,584 budget as presented. Roll call vote:

AYES: 6-Schwartz, Hebda, Koch, Marquardt, Schultz, Byrne

NAYS: 0-None

ABSENT: 1-Williams

Motion declared carried.

8. ADJOURNMENT

Motion by Trustee Schultz, second by Trustee Koch to adjourn the Committee of the Whole. Roll call vote:

AYES: 6-Hebda, Koch, Marquardt, Schultz, Schwartz, Byrne

NAYS: 0-None

ABSENT: 1-Williams

Motion declared carried.

Meeting adjourned at 9:20 p.m.

Linda Pelletier, Deputy Village Clerk

Roger L. Byrne, Village President