

**MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND
BOARD OF TRUSTEES OF THE VILLAGE OF VERNON HILLS,
LAKE COUNTY, IL HELD FEBRUARY 3, 2026 7:00 PM**

- I. President Koch called the meeting to order at 7:01 pm.
- II. Roll call indicated the following Board Members present: Trustees Marquardt, Takaoka, Forster, Schenk, Oppenheim and President Koch. Trustee Lundeen gave prior notice that she would not be in attendance. A quorum was established.

Also, present were: Village Manager Timony, Director of Community Development Jennings, Public Works Director Venatta, Deputy Chief Holubetz, Village Attorney Ferolo, and Recording Secretary Koehl.

- III. Pledge of Allegiance was recited.

- IV. Officials Reports
A. Village President

1. Proclamation – Retirement of IT Coordinator James Dunning

President Koch read a proclamation in recognition of employee James Dunning's retirement.

2. Appointment of Will Hendrick to the Planning & Zoning Commission

President Koch advised that, after interviewing several qualified candidates, he recommends the appointment of Will Hendricks to the Planning & Zoning Commission. He introduced Mr. Hendricks to the Board and called for a motion to appoint Mr. Hendricks as a Commissioner to the Planning & Zoning Commission.

Motion by Trustee Schenk, and second by Trustee Marquardt to appoint Will Hendricks as a Commissioner to the Planning & Zoning Commission.

Roll call vote:

AYES: 6 – Marquardt, Forster, Oppenheim, Schenk, Takaoka, Koch

NAYS: 0 – None

ABSENT AND NOT VOTING: 1 – Lundeen

Motion Carried.

Village Manager Timony swore in Will Hendricks as Commissioner to the Planning & Zoning Committee.

3. Appointment of Kate Buggy to Deputy Village Clerk

President Koch introduced the new Assistant Village Manager Kate Buggy, and recommended her appointment as Deputy Village Clerk. He then called for a motion to approve her appointment.

Motion by Trustee Marquardt, Second by Trustee Oppenheim to appoint Kate Buggy to Deputy Village Clerk.

Roll call vote:

AYES: 6 – Marquardt, Forster, Oppenheim, Schenk, Takaoka, Koch

NAYS: 0 – None

ABSENT AND NOT VOTING: 1 – Lundeen

Motion Carried.

Village Manager Timony administered the Oath of Office of Deputy Village Clerk to Assistant Village Manager Kate Buggy.

B. Village Manager

C. Assistant Village Manager

D. Finance Director/Treasurer

1. Cash and Investment Report – December 2025 (Enclosed in Packet)

E. Chief of Police

1. Police Department Report – December 2025 (Enclosed in Packet)

F. Public Works Director/Village Engineer

1. Open Space Native Stewardship Services

PW Director Venatta drew attention to Item F on the Omnibus agenda and gave a summary on the Open Space Native Stewardship Services.

G. Director of Community Development

V. Citizens Wishing to Address the Board

None.

VI. Omnibus Vote Agenda

Items under the Omnibus Vote Agenda are considered routine and/or non-controversial and will be approved by one motion. If any one (board member, staff, or citizen) wishes to have a separate vote on any item, it will be pulled from the Omnibus Vote Agenda and voted on separately.

A. APPROVAL OF RETROACTIVE VOUCHER LIST OF BILLS DATED JANUARY 21, 2026 IN THE AMOUNT OF \$1,016,115.57 (detail enclosed)

B. APPROVAL OF VOUCHER LIST OF BILLS DATED JANUARY 29, 2026 IN THE AMOUNT OF \$418,780.64 (detail enclosed)

C. APPROVAL OF THE MINUTES OF THE REGULAR VILLAGE OF VERNON HILLS BOARD MEETING OF JANUARY 13, 2026

D. APPROVAL AND PASSAGE OF ORDINANCE 2026-004 AN ORDINANCE DECLARING CERTAIN VILLAGE EQUIPMENT AS SURPLUS AND HAVING LITTLE VALUE TO DISPOSE OF IN AN APPROPRIATE MANNER (VM Timony)

- E. APPROVAL AND PASSAGE OF ORDINANCE 2026-005 AN ORDINANCE AUTHORIZING APPROVAL TO WAIVE THE COMPETITIVE BIDDING PROCESS AND TO AUTHORIZE THE VILLAGE MANAGER TO EXECUTE A CONTRACT EXTENSION WITH BALANCED ENVIRONMENTS, INC. TO PERFORM SPECIALIZED LANDSCAPE MOWING AND MAINTENANCE OF VILLAGE PROPERTY FOR AN AMOUNT OF \$57,492 (PW Dir Venatta)
- F. APPROVAL AND PASSAGE OF ORDINANCE 2026-006 AN ORDINANCE AUTHORIZING APPROVAL TO WAIVE THE COMPETITIVE BIDDING PROCESS AND TO AUTHORIZE THE VILLAGE MANAGER TO EXECUTE A CONTRACT WITH BLUESTEM ECOLOGICAL SERVICES TO PROVIDE OPEN SPACE NATIVE STEWARDSHIP SERVICES FOR AN AMOUNT NOT TO EXCEED \$110,550 (PW Dir Venatta)
- G. APPROVAL AND PASSAGE OF ORDINANCE 2026-009 AN ORDINANCE AMENDING THE VERNON HILLS MUNICIPAL CODE TO PROVIDE FOR A NEW SECTION 14-6 OF CHAPTER 14, ARTICLE I ENTITLED "TETRAHYDROCANNABINOL PRODUCTS" (DC Holubetz)
- H. APPROVAL AND PASSAGE OF ORDINANCE 2026-010 AN ORDINANCE AMENDING CHAPTER 3, ALCOHOLIC LIQUOR CONTROL, OF THE VERNON HILLS CODE, SECTION 3-38, LICENSE QUANTITIES BY CLASS (CD Dir Jennings)
- I. APPROVAL AND PASSAGE OF ORDINANCE 2026-011 AN ORDINANCE AUTHORIZING THE REDUCTION OF THE PERFORMANCE GUARANTEE FOR THE WELLS FARGO DEVELOPMENT 860 TOWNLINE ROAD (CD Dir Jennings)
- J. APPROVAL AND PASSAGE OF RESOLUTION 2026-003 A RESOLUTION REALLOCATING 2026 VOLUME CAP TO THE VILLAGE OF BUFFALO GROVE, ILLINOIS (VM Timony)

President Koch called for a motion to approve Omnibus Agenda Items A-J.

Motion by Trustee Oppenheim, second by Trustee Marquardt, to approve Omnibus Agenda Items A-J.

Roll call vote:

AYES: 6 – Marquardt, Forster, Oppenheim, Schenk, Takaoka, Koch

NAYS: 0 – None

ABSENT AND NOT VOTING: 1 – Lundeen

Motion Carried.

VII. Unfinished Business

VIII. New Business

1. APPROVAL AND PASSAGE OF ORDINANCE 2026-007 AN ORDINANCE APPROVING VARIATIONS FROM APPENDIX C, ZONING, SECTION 19-5, RESIDENTIAL DRIVEWAY STANDARDS 408 ELM TREE LANE

CD Director Jennings provided a summary of the ordinance and there was a brief discussion regarding the size and location of the proposed driveway.

President Koch called for a motion to approve New Business Item 1 ORDINANCE 2026-007 AN ORDINANCE APPROVING VARIATIONS FROM APPENDIX C, ZONING, SECTION 19-5, RESIDENTIAL DRIVEWAY STANDARDS 408 ELM TREE LANE.

Motion by Trustee Schenk, second by Trustee Marquardt, to approve New Business Item 1 ORDINANCE 2026-007 AN ORDINANCE APPROVING VARIATIONS FROM APPENDIX C, ZONING, SECTION 19-5, RESIDENTIAL DRIVEWAY STANDARDS 408 ELM TREE LANE.

Roll call vote:

AYES: 6 – Marquardt, Forster, Oppenheim, Schenk, Takaoka, Koch

NAYS: 0 – None

ABSENT AND NOT VOTING: 1 – Lundeen

Motion Carried.

2. APPROVAL AND PASSAGE OF ORDINANCE 2026-008 AN ORDINANCE AMENDING CHAPTER 5, BUILDINGS AND BUILDING REGULATIONS, OF THE VERNON HILLS CODE, ADOPTING THE 2024 INTERNATIONAL CODE SUITE AND STATE CODES AS THE BUILDING CODE OF THE VILLAGE OF VERNON HILLS

CD Director Jennings provided a summary and advised that he has been working for approximately eighteen months to bring the Village Code up to date.

President Koch called for a motion to approve New Business Item 2 ORDINANCE 2026-008 AN ORDINANCE AMENDING CHAPTER 5, BUILDINGS AND BUILDING REGULATIONS, OF THE VERNON HILLS CODE, ADOPTING THE 2024 INTERNATIONAL CODE SUITE AND STATE CODES AS THE BUILDING CODE OF THE VILLAGE OF VERNON HILLS.

Motion by Trustee Schenk, second by Trustee Forster, to approve New Business Item 2 ORDINANCE 2026-008 AN ORDINANCE AMENDING CHAPTER 5, BUILDINGS AND BUILDING REGULATIONS, OF THE VERNON HILLS CODE, ADOPTING THE 2024 INTERNATIONAL CODE SUITE AND STATE CODES AS THE BUILDING CODE OF THE VILLAGE OF VERNON HILLS.

Roll call vote:

AYES: 6 – Marquardt, Forster, Oppenheim, Schenk, Takaoka, Koch

NAYS: 0 – None

ABSENT AND NOT VOTING: 1 – Lundeen

Motion Carried.

3. APPROVAL AND PASSAGE OF RESOLUTION 2026-004 A RESOLUTION APPROVING THE PRELIMINARY AND FINAL PLAT OF DEERPATH PARK RESUBDIVISION, ESTABLISHING 7 E. PHILLIP AS A SEPARATE PARCEL AND DEDICATING LAND AS PHILLIP ROAD RIGHT-OF-WAY.

CD Director Jennings gave a brief summary of the ordinance.

President Koch called for a motion to approve New Business Item 3 RESOLUTION 2026-004 A RESOLUTION APPROVING THE PRELIMINARY AND FINAL PLAT OF DEERPATH PARK RESUBDIVISION, ESTABLISHING 7 E. PHILLIP AS A SEPARATE PARCEL AND DEDICATING LAND AS PHILLIP ROAD RIGHT-OF-WAY.

Motion by Trustee Forster, second by Trustee Schenk, to approve New Business Item 3 RESOLUTION 2026-004 A RESOLUTION APPROVING THE PRELIMINARY AND FINAL PLAT OF DEERPATH PARK RESUBDIVISION, ESTABLISHING 7 E. PHILLIP AS A SEPARATE PARCEL AND DEDICATING LAND AS PHILLIP ROAD RIGHT-OF-WAY.

Roll call vote:

AYES: 6 – Marquardt, Forster, Oppenheim, Schenk, Takaoka, Koch

NAYS: 0 – None

ABSENT AND NOT VOTING: 1 – Lundeen

Motion Carried.

IX. Communications

Trustee Takaoka gave a shout-out to the Indiana Hoosiers!

President Koch congratulated the Vernon Hills High School Girls Competitive Dance Team, who made it to the finals and finished in 11th Place in the state.

X. Adjournment

President Koch called for a motion to adjourn the Village Board Meeting and move to Committee of the Whole.

Motion by Trustee Schenk, second by Trustee Marquardt, to adjourn the Village Board Meeting and move to Committee of the Whole.

Voice vote:

All in Favor.

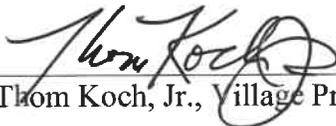
Motion Carried.

The Village Board meeting was adjourned at 7:33 pm.

Approved this 17th day of February, 2026.



Kevin Timony, Village Manager/Clerk



Thom Koch, Jr., Village President