

### Vernon Hills Village Hall

290 Evergreen Drive  
Vernon Hills, IL 60061-2999

Monday – Friday  
8:30 a.m. to 5:00 p.m.

Phone: 847-367-3700

Fax: 847-367-0880

On line: [www.vernonhills.org](http://www.vernonhills.org)

### Elected Village Officials

*Elected officials may all be reached via email through the village website, [www.vernonhills.org/contactus/](http://www.vernonhills.org/contactus/)*

President:

Roger Byrne

Trustees:

Richard Cashman, Richard Duros, Cindy Hebda, Thom Koch, Stephanie Weil, and Barbara Williams

Clerk:

Jeanne Schwartz

### Staff

*Professional staff may be contacted by calling the Village Hall at 847-367-3700, or via email through the village website, [www.vernonhills.org/contactus/](http://www.vernonhills.org/contactus/)*

Village Manager: Mike Allison

Assistant Village Manager/  
Director of Community  
Development: John Kalmar

Assistant to the Village Manager:  
Evan Teich

Police Chief: Mark Fleischhauer

Director of Public Works:  
Ed Laudenslager

Building Commissioner:  
Vernon Gerth

Finance Director/Treasurer:  
Larry Nakrin

Village Engineer: David Brown

Village Attorney: Bernard Citron

## Vernon Hills: People Planning with Pride

It's true — as mayor of Vernon Hills, I'm one of our Village's most vocal fans. And I hope you agree with me that our community has so much to offer.

Since becoming incorporated on July 16, 1958, Vernon Hills has grown to more than 20,000 residents. Through well managed planning and development, we have built a community that offers a good balance of residential, recreational, and commercial activity. Our schools are known for both quality education and modern facilities. We work to continuously improve our outstanding system of green spaces and parks, which now includes the new Vernon Hills Athletic Complex featuring more than 30 athletic fields. We are home to a large corporate district, which includes some of the nation's most successful businesses. We are also considered one of Lake County's premier shopping hubs, boasting hundreds of fine shops in the beautiful Westfield Shoppingtown Hawthorn as well as the many bustling retail centers around it.

Along with the traditional services you'd expect from a municipality, Vernon Hills works to foster a feeling of "community." The Village sponsors numerous family entertainment activities for our residents — including a Fourth of July parade and fireworks show, the free Summer Celebration music festival, a selection of summer concerts at our Veteran's Memorial Arboretheater, a New Year's Eve fireworks display, and so much more. Call the events hotline at (847-367-3725) for details.

More information about our Village is available at [www.vernonhills.org](http://www.vernonhills.org) as well as through Cable Channel 4. The Village also produces the *Village Voice* newsletter, providing information on local events, current capital projects, and other points of interest.

If you have questions or if there is any way the Village staff can help you, please stop by the Village Hall located at 290 Evergreen Drive, or call us at 847-367-3700. I look forward to seeing you around town!

Sincerely,

Roger L. Byrne  
Village President



*The 2003 Village Board: (left to right) Richard Duros, Thom Koch, Roger Byrne, Barbara Williams, Cindy Hebda, Stephanie Weil, Jeanne Schwartz, and Richard Cashman.*

## District Information

Residents of Vernon Hills reside in the following numbered districts, and are represented at the county, state and federal level by these elected officials.

### LAKE COUNTY GOVERNMENT

- 15th: Carol J. Calabresa,  
847-362-3993
- 18th: Pamela O. Newton,  
847-913-6868

### STATE GOVERNMENT

#### State Senators:

- 26th: William Peterson,  
847-634-6060 or 217-782-8130
- 30th: Terry Link,  
847-735-8181 or 217-782-8181

#### State Representatives:

- 51st: Sidney Mathias,  
847-222-0061 or 217-782-1664
- 59th: Kathleen A. Ryg,  
847-680-5909 or 217-782-0499

### FEDERAL GOVERNMENT

- U.S. Senator Peter Fitzgerald,  
312-886-3506 or 202-224-2854
- U.S. Senator Richard Durbin,  
312-353-4952 or 202-224-2152
- 10th Congress. Dist.: Mark Kirk,  
847-940-0202 or 202-225-4835

## Government at a Glance

### The Village of Vernon Hills:

In 1958, Vernon Hills was incorporated as a Village. Residents elect a Village President (mayor) and six trustees who serve staggered four-year terms. The Village Clerk is also elected to a four-year term. Following the “village manager” model of government, the Board of Trustees appoints a Village Manager, a staff position that serves as the Village’s Chief Operating Officer.

The Village Board usually meets the first and third Tuesday of each month in the Village Hall Board Room. Agendas and minutes are posted on Cable Channel 4 and online at [www.vernonhills.org/Village/minutes](http://www.vernonhills.org/Village/minutes). Meetings are taped and broadcast on Channel 4. Other committees meet on a monthly or as needed basis. To find out about meeting schedules, call the Clerk’s Office at 847-367-3700.

### Libertyville and Vernon Hills Townships:

Lake County is subdivided into 18 townships, each with its own government and elected officials and staff who provide a variety of services. Vernon Hills Residents reside in either Vernon Township or Libertyville Township. Residents living north of Route 60/Townline Road are in Libertyville Township, while those living south of Route 60 are in Vernon Township. For information on property taxes, please contact your township’s Tax Assessor’s office.

### Lake County:

Lake County is home to more than 644,000 residents living in more than 50 cities and villages, as well as in unincorporated areas. Lake County is divided into 23 single-member county board districts. Each district elects one representative to the county board for staggered four-year terms. Residents in Vernon Hills are served by the 15th and 18th Districts.

Lake County voters also elect eight countywide officials to serve four-year terms. The county board appoints numerous officials to direct departments, agencies and commissions. Lake and McHenry Counties belong to the 19th Judicial Circuit, which consists of a Chief Judge, Circuit Judges and Associate Judges.

### State of Illinois:

At the state level, residents elect numerous positions. The Illinois General Assembly is composed of a 59-member Senate and a 118-member House of Representatives. Vernon Hills residents are served by the 26th and 30th State Senate districts and the 51st and 59th State Representative districts. Other elected officials include Governor, Lieutenant Governor, Inspector General, Attorney General, Secretary of State, Comptroller, Treasurer and some judgeships. A wealth of information is available at [www.illinois.gov](http://www.illinois.gov)

### Federal Officials:

In Washington, our residents are served by two Senators, as well as by the 10th Congressional District. For information about the federal government, visit [firstgov.gov](http://firstgov.gov)

### CONTACT INFO

#### Village of Vernon Hills

290 Evergreen Drive  
Vernon Hills, IL 60061  
847-367-3700  
[www.vernonhills.org](http://www.vernonhills.org)

#### Libertyville Township

(north of Rt. 60)  
359 Merrill Ct.  
Libertyville, IL 60048  
847-816-6800  
847-362-5900 (Assessor)  
[www.libertyvilletownship.us](http://www.libertyvilletownship.us)

#### Vernon Township

(south of Rt. 60)  
3050 N. Main St.  
Buffalo Grove, IL 60089  
847-634-4600  
847-634-4602 (Assessor)  
[www.vernontownship.com](http://www.vernontownship.com)

#### Lake County

18 N. County Street  
Waukegan, IL 60085  
847-377-2000  
[www.co.lake.il.us](http://www.co.lake.il.us)

#### State of Illinois

[www.illinois.gov](http://www.illinois.gov)

#### Federal Government

[firstgov.gov](http://firstgov.gov)

# Key Village Service Providers

## **Village Hall:**

Village Hall is located at 290 Evergreen Drive on the south side of Route 45. The building houses staff offices, including the Manager's Office, Community Development Department, Finance Department, Clerk's Office, Senior Center, meeting rooms, the Village Board Room, and the Evergreen Interim Library.

## **Community Development Department:**

The Community Development Department is responsible for all Building, Engineering, Planning, and License, Permits, & Records services. The office reviews all development, landscaping, and building plans; oversees a wide-range of public improvement projects; addresses storm water management and flood control issues; enforces all zoning, property maintenance, building codes and ordinances; processes building permits, business and liquor licenses; issues handicap and Metra parking passes; and offers free voter registration and notary services. The office is located in the Village Hall. Office hours are 8:30 a.m. to 5:00 p.m., Monday through Friday. For forms and information, log on at [www.vernonhills.org/communitydevelopment](http://www.vernonhills.org/communitydevelopment) or call 847-367-3700.

## **Public Works Department:**

The Public Works Building, 490 Greenleaf Drive, is located two blocks north of Route 60 along Butterfield Road. Hours are 7 a.m. to 3:30 p.m. Special services include an Arbor Day Tree Sale, free woodchip mulch, a collection point for used motor oil, and more. For information, call 847-367-3726 or check [www.vernonhills.org/publicworks](http://www.vernonhills.org/publicworks).

## **Police Department:**

The Police Department facility is located at 754 Lakeview Parkway, one block south of Route 60. The department has 48 sworn officers and 21 civilian employees, and is accredited by the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA). A variety of resources are available on the Department's web site, [www.vhpd.com](http://www.vhpd.com)

## **Emergency Fire Protection/Ambulance Service:**

Fire protection is provided by the Countryside Fire Protection District or by Lincolnshire/Riverwoods Fire Protection District, dependent upon your location. During emergencies, both can be reached by dialing 9-1-1. For non-emergencies, Countryside Fire Station #2, 600 N. Deerpath Drive, can be reached at 847-367-5511 or [www.countrysidefire.com](http://www.countrysidefire.com). Lincolnshire/Riverwoods, 115 Schelter Road in Lincolnshire, can be reached at 847-634-2512.

## **Park District:**

The Vernon Hills Park District offers extensive park and recreation services, including the Family Aquatic Center, located at 635 N. Aspen Drive. The Sullivan Center, located north of the pool complex, includes fitness rooms, meeting space, and pre-school classrooms. Programs are also held at the Laschen Community Center, 294 Evergreen Drive. For information, call 847-367-7270 or log on at [www.vhparkdistrict.org](http://www.vhparkdistrict.org).

## **Schools:**

Vernon Hills is served by four elementary school districts, including Hawthorn School District 73, Diamond Lake District 76, Lincolnshire/Prairie View District 103, and Kildeer/Countryside District 96. The Village's four public high schools include Community High School District 128's Vernon Hills High School and Libertyville High School campuses, Stevenson High School District 125, and Mundelein High School District 120. The community is also served by a variety of private schools, pre-schools, and continuing education opportunities, including the College of Lake County's South Campus. Phone numbers are listed on the last page of this brochure, and are also available at [www.vernonhills.org/links](http://www.vernonhills.org/links).

# Village Profile

Designation: Village

Incorporation Date: July 16, 1958

Population: 20,120

Size: approx. 8 square miles

Location:

- 3 miles west of Interstate 94
- 35 miles northwest of Downtown Chicago
- 25 miles north of O'Hare Airport
- 50 miles south of Mitchell Field



## Sources for Village News

- **Online at [www.vernonhills.org](http://www.vernonhills.org)**, where you'll find a wealth of information, including special events schedules, permit applications, Village service directories, and meeting agendas.
- **On Cable Channel 4**, which is available to all residents subscribing to Comcast Cable TV.
- **Via the Village Voice Newsletter**, which is mailed to residents every two months.
- **By calling the Village Hall at 847-367-3700**, from 8:30 to 5 each weekday.
- For an information about Village events, call the **Special Events Hotline at 847-367-3725**.

# Additional Information...

## SAFETY AND SECURITY

- **911:** Enhanced 911 services are available to all Village residents in case of police, medical or fire emergency.
- **Curfew:** Vernon Hills enforces a year-round curfew, which applies to anyone under age 17. On Sunday through Thursday the curfew time is 11:00 p.m. On Friday and Saturday the curfew time is midnight. For more information, call 847-362-4449 or visit the Police Department web site – [www.vhpd.com](http://www.vhpd.com).
- **Overnight Street Parking:** There is no parking on Village streets between 2 a.m. and 6 a.m. The Police Department can provide temporary parking permission for visitors, driveway repairs, etc. Call 847-362-4449 for assistance.
- **Snow Emergencies:** To enable snow plow access, there is no parking on Village streets within 24 hours after a two-inch snow.
- **Gun Locks:** Vernon Hills ordinance 14-5 requires that all firearms sold, transferred, or possessed within Vernon Hills have a protective trigger lock installed. Under the ordinance, a “trigger lock” means any operable device which must be unlocked or disengaged in order to shoot the firearm. However, the Police Department does offer free trigger locks to Vernon Hills residents. For information call 847-247-4888.
- **Alarm Systems:** Like most communities, the Village of Vernon Hills has ordinances that cover alarm systems and false alarms. While Vernon Hills does require a village building permit for the installation of an alarm system, there are no additional village fees. Alarm users are allowed only three false alarms in any calendar year. After that, there is a \$50 fine for each false alarm. For additional alarm ordinance information, call 847-247-4888.

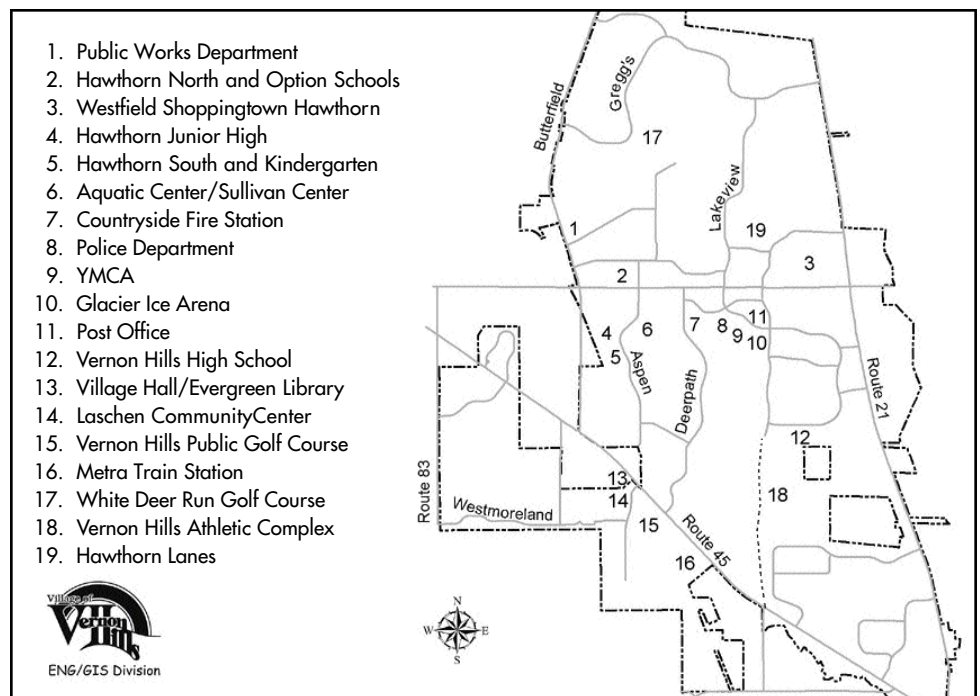
## VOTING

- **Voter Registration:** Voter Registration is available at the Village Hall Monday through Friday, 8:30 a.m. to 5 p.m., as well as at local libraries and other locations. Please provide two forms of identification, both which show your current Vernon Hills address. These may include a Driver’s License or utility bill. Voter registration will not be available the last 28 days prior to an election, and will resume within two days after an election. If you’d like to check on the status of your registration, contact the County Clerk’s Voter Registration hotline, 847-377-2410.
- **Polling Places:** Polling places are located throughout the district. To locate your polling place, check with the County Clerk’s office ([www.co.lake.il.us/cntyclk](http://www.co.lake.il.us/cntyclk) or 847-377-2313.)

- **Absentee Voting:** On-site absentee voting is available at the Village Hall prior to each election. (Please call the Village Hall at 847-367-3700 for time frame and details.) Registered voters can also request to vote via a mailed absentee ballot by completing a ballot request form, which is available at the Village Hall (847-367-3700) or the County Clerk’s Office (847-377-2406 or [www.co.lake.il.us/cntyclk](http://www.co.lake.il.us/cntyclk)).

## WASTE COLLECTION SERVICES

- **Waste Services:** The Village contracts with Onyx Waste Services to provide garbage, recycling, and yard waste collection for all single-family homes. In fact, recycling and yard waste collection are provided at no cost to residents. For information about available service options, contact Onyx at 847-623-3870. Homeowner Association members should check with your representative for information about your service provider, since it may be someone other than Onyx.
- **Waste Collection Schedule:** The main garbage collection day for single-family residences north of Highway 60 and in Grosse Pointe Circle and Grosse Pointe Village is Tuesday. All other residents are collected on Monday. Recycling and yard waste are collected on the main scheduled trash service day. Residents may request a second garbage pick-up during the week. If requested, Monday customers are collected again on Thursday; Tuesday customers are collected on Friday. For information on setting up or changing your service, contact Onyx at 847-623-3870.
- **Trash Can Courtesy:** Refuse should not be put out to the curb before 5 p.m. on the day before collection. Empty containers should be removed before 7 p.m. (Please place containers at the curb by 7 a.m. on collection day to ensure pick up.)



- **Recycling:** Vernon Hills encourages recycling. Weekly curbside recycling of newspaper, cardboard, glass, aluminum and plastics (#1, #2 and #6) is subsidized by the Village and provided free to residents. Drop-off recycling, as well as disposal of waste oil, gasoline and antifreeze, is available for residents at the Public Works facility, 490 Greenleaf Drive. Call the department at 847-367-3726 for information.
- **Landscape Waste:** While yard waste and leaf collection is unlimited, there are certain guidelines. Yard waste must be collected into kraft paper leaf bags or containers marked with an "X." Plastic bags will not be collected. Small branches less than 2.5 inches in diameter may also be bundled with biodegradable twine and placed at the curb. Bundles cannot exceed 4 feet in length or 18 inches in diameter. Dirt, wood, concrete and rock are not considered landscape waste. For details, call Onyx at 847-623-3870.
- **Leaf Burning Ban:** Leaf burning — as well as burning of any garbage, yard waste or debris — is banned in the Village. The burning of wood in fire pits, used solely for recreational purposes, is allowed provided the fires are supervised by an adult and the smoke doesn't become a nuisance for neighbors.
- **Special Collections:** If you've created more garbage than usual, call Onyx Waste Services at 847-623-3870 for a special pick-up. 24-hour notice is required; for Monday collections please call on Friday or leave a message over the weekend. Leave your address, the extent of your pick up, a daytime phone number, and the authorization to bill your account. Onyx can also dispose of "white goods" (old washers, etc.) and provide containers for construction debris.
- **Hazardous Household Materials:** To safely discard hazardous household materials such as pesticides, oil paint, cleaners, and electronic components, call the Solid Waste Agency of Lake County (SWALCO) at 847-336-9340 or visit their website at [www.swalco.org](http://www.swalco.org). SWALCO no longer accepts latex paint. Rather, residents are encouraged to dry out the paint by adding crushed corn cobs (available free at the Public Works Department, 847-367-3726) or cat litter. Once the paint is absorbed, set the cans (with lids off) next to your garbage container for regular collection.
- **Garage Sales:** Garage Sales require a permit, which is available at no charge at Village Hall. Applications are also available online at [www.vernonhills.org/forms](http://www.vernonhills.org/forms). Please apply for your permit at least 24-hours before your sale. Ordinance limits sales to three, 3-day sales per calendar year at any location.
- **Notary Services:** Several members of the Village Hall staff are available to notarize signatures. The best time to appear in person is between the hours of 8:30 a.m. and noon or from 2 to 5 p.m., Monday through Friday.
- **Metra Train Station Parking:** The Vernon Hills Metra Station is located at Route 45 and Ranney Avenue, and is served by the North Central commuter line. <http://metrarail.com> The daily fee for parking at the station is \$1.50 per vehicle, with exact change deposited in the on-site collection kiosks. Parking is first come first served with approximately 230 spaces available. (Plans to expand the station are underway, coinciding with Metra's efforts to construct a second track.) Daily commuters may prefer the convenience of a two-month parking pass, which is available at Village Hall for \$60. Applications are available at Village Hall, with passes issued immediately. Residents may also download an application ([www.vernonhills.org/forms](http://www.vernonhills.org/forms)) and mail it to Village Hall with a \$60 check. For train schedules, log on to [metrarail.com](http://metrarail.com).
- **"No Soliciting" Stickers:** The Village Hall offers free "No Soliciting" stickers, which can be displayed on a home's front door. If you display a sticker and a solicitor still approaches your home, you may call the Police Department at 847-362-4449 to report the policy violation.
- **Vehicle Stickers:** The Village does not require residents to display vehicle stickers. However, free vehicle stickers are available at Village Hall. Please provide your name, address, and basic vehicle information when you apply.
- **Pet Registration:** You do not need to register your pets with the Village. However, you are required to register each pet with the county by calling Lake County Animal Control at 847-949-9925.
- **Wildlife Removal or Rescue:** The Village does not provide wildlife removal services or animal rescue. Please consult the Yellow Pages for an appropriate service provider.

## OTHER VILLAGE SERVICES

- **Building Permits:** Building permits and inspections are required for most home improvements. If you're not certain if your improvement requires a permit, or if you'd like further details, contact the Building Division at 847-367-3704. A wide variety of zoning maps, ordinances, permit applications and other resources are available online at [www.vernonhills.org](http://www.vernonhills.org).
- **Mailbox Installation, Tree Planting, etc:** Before doing any digging, please contact the J.U.L.I.E. digger's hotline at 800-892-0123 so that all underground utilities can be located. The service is free, quick — and required by law.

## Utility Service Checklist

- Electricity:** ComEd, 800-334-7661
- Natural Gas:** People's Energy, 847-336-9300
- Sewer/Water:** Lake County Public Works, 847-377-7500
- Waste Collection:** Onyx Waste Services, 847-623-3870
- Cable TV:** Comcast, 866-594-1234
- High Speed Internet:** Comcast Broadband, 888-824-8573
- Telephone:** Check the Yellow Pages.
- Digger's Hotline:** JULIE, 800-892-0123

# Contact List

Rev. 10/15/03

## Emergency Services Fire/Ambulance/Police — 911

### Non-Emergency Fire/Police Contacts

Countryside Fire Protection District: 847-367-5511  
Lincolnshire/Riverwoods Fire Protection: 847-634-2512  
Vernon Hills Police Department: 847-362-4449

### Local Hospitals

Condell Medical Center  
801 S. Milwaukee Avenue, Libertyville: 847-362-2900  
Lake Forest Hospital  
660 N. Westmoreland Rd., Lake Forest: 847-234-5600

### Village Contacts

Village Hall . . . . .847-367-3700  
Main Fax . . . . .847-367-0880  
Clerk's Office . . . . .847-367-3700  
Village Manager . . . . .847-918-3546  
Public Works Department . . . .847-367-3726  
Community Development Dept. .847-918-3562  
Building Division . . . . .847-367-3704  
Engineering Division . . . . .847-918-3565  
Cable Studio . . . . .847-918-3560  
TDD . . . . .847-918-3597

### Recreation

Vernon Hills Special Events Hotline: 847-367-3725  
Vernon Hills Park District: 847-367-7270  
Central Lake YMCA: 847-367-6797  
Vernon Hills Golf Course: 847-680-9310

White Deer Run Golf Course: 847-680-6100  
Lake County Forest Preserve District: 847-367-6640  
Special Rec. Dist. of Central Lake Cty.: 847-816-4866

### Education

Diamond Lake Elementary District 76: 847-566-9221  
Hawthorn Elementary School District 73: 847-990-4200  
Kildeer/Countryside Elementary District 96: 847-459-4260  
Lincolnshire/Prairie View Elementary Dist. 103: 847-295-4030  
Community High School District 128,  
Libertyville High School Campus: 847-327-7800  
Community High School District 128,  
Vernon Hills High School Campus: 847-932-2000  
Mundelein High School District 120: 847-949-2200  
Stevenson High School District 125: 847-634-4000  
College of Lake County, Vernon Hills: 847-478-1833

### Transportation

Vernon Hills Senior Bus Service: 847-367-3700  
PACE Dial-A-Ride: 847-223-9412  
Metra Train Service: 312-322-6777

### Miscellaneous

GLMV Area Chamber of Commerce: 847-680-0750  
Vernon Hills Post Office: 675 Lakeview Pkwy.: 800-275-8777  
Evergreen Interim Library  
290 Evergreen Drive, Vernon Hills: 847-362-2330  
Cook Memorial Library  
413 N. Milwaukee Avenue, Libertyville: 847-362-2330  
Vernon Area Library  
300 Olde Half Day Road, Lincolnshire: 847-634-3650  
Vernon Hills Seniors: 847-367-3700, ext. 3533



The Village of Vernon Hills  
290 Evergreen Drive  
Vernon Hills, IL 60061

### Your Sources for Vernon Hills News...

- [www.vernonhills.org](http://www.vernonhills.org)
- Cable Channel 4
- Village Voice
- Village Hall: 367-3700

**PRSR STD**  
US POSTAGE  
**PAID**  
Vernon Hills, IL 60061  
PERMIT #198  
ECRWSS

Resident or Business Customer  
Vernon Hills, IL 60061