

**THE CITY OF LAKE FOREST  
CITY COUNCIL AGENDA**

\*\*\*Tuesday, September 3, 2024  
220 E. Deerpath  
Lake Forest, IL 60045

**City Clerk will ask for a motion to appoint Alderman Goshgarian as Mayor Pro-Tem**

**CALL TO ORDER AND ROLL CALL**

**6:30 p.m.**

Honorable Mayor, Stanford R. Tack

Nancy Novit, Alderman First Ward

Ara Goshgarian, Alderman Third Ward

Peter Clemens, Alderman First Ward

Alice LeVert, Alderman Third Ward

Edward U. Notz, Jr., Alderman Second Ward

Eileen Looby Weber, Alderman Fourth Ward

John Powers, Alderman Second Ward

Richard Walther, Alderman Fourth Ward

**PLEDGE OF ALLEGIANCE**

**REPORTS OF CITY OFFICERS**

**1. COMMENTS BY MAYOR**

**A. ELECTION BY THE CITY COUNCIL AND APPOINTMENT BY THE MAYOR AS REQUIRED BY CHARTER AND CITY CODE page 19**

City Marshal, Collector and Police Chief      John Burke

**B. Swear in Chief John Burke**

**2. COMMENTS BY CITY MANAGER**

**A. Community Spotlights**

- Lake Forest Open Lands

**Holly Meeks, Director of Marketing and Communication**

- ICMA Award

**Jason Wicha, City Manager**

- Elawa Farm Foundation

**Laura Calvert, Executive Director**

**3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL**

**4. COMMITTEE REPORTS**

**PUBLIC WORKS COMMITTEE**

1. **Deerpath Streetscape Improvement Project**
  - **Michael Thomas, Public Works Director and Dana Olson, Director of Communications and Community Engagement**

**OTHER**

1. **Bank Lane Streetscape Enhancement Plan - Planning and Process Update**
  - **Catherine Czerniak, Director of Community Development**

<b>5. ITEMS FOR OMNIBUS VOTE CONSIDERATION</b>
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1. **Approval of the August 5, 2024, City Council Meeting Minutes**

A copy of the minutes can be found beginning on **page 14**.

COUNCIL ACTION: Approval of the August 5, 2024, City Council Meeting Minutes

2. **Approval of the Check Register for the Period of July 27 – August 23, 2024**

STAFF CONTACT: *James Scott, Staff Accountant (847-810-3618)*

**BACKGROUND/DISCUSSION:** City Code Section 38.02 sets forth payment procedures of the City. The Director of Finance is to prepare a monthly summary of all warrants to be drawn on the City treasury for the payment of all sums due from the City (including all warrants relating to payroll and invoice payments) by fund and shall prepare a detailed list of invoice payments which denotes the person to whom the warrant is payable. The warrant list detail of invoice payments shall be presented for review to the Chairperson of the City Council Finance Committee for review and recommendation. All items on the warrant list detail recommended for payment by the Finance Committee Chairperson shall be presented in summary form to the City Council for approval or ratification. Any member of the City Council shall, upon request to the City Manager or Director of Finance, receive a copy of the warrant list detail as recommended by the Finance Committee Chairperson. The City Council may approve the warrant list as so recommended by the Finance Committee Chairperson by a concurrence of the majority of the City Council as recorded through a roll call vote.

The Council action requested is to ratify the payments as summarized below. The associated payroll and invoice payments have been released during the check register period noted.

Following is the summary of warrants as recommended by the Finance Committee Chairperson:

**Check Register for July 27 - August 23, 2024**

	Fund	Invoice	Payroll	Total
101	General	784,107	1,836,925	2,621,032
501	Water & Sewer	116,654	218,922	335,576
220	Parks & Recreation	239,567	646,421	885,987
311	Capital Improvements	1,121,728		1,121,728
202	Motor Fuel Tax	10,976		10,976
230	Cemetery	63,801	52,891	116,691
210	Senior Resources	12,342	33,598	45,940
510	Deerpath Golf Course	26,585	2,656	29,241
601	Fleet	106,378	66,672	173,049
416 - 434	Debt Funds	1,000		1,000
248	Housing Trust			0
201	Park & Public Land	68,156		68,156
	All other Funds	846,972	205,697	1,052,669
		<b>\$3,398,265</b>	<b>\$3,063,781</b>	<b>\$6,462,046</b>

Included in the subtotal denoted as "All other Funds" is \$675,354 in Medical and Dental plan expenditures.

COUNCIL ACTION: Approval of the Check Register for the Period of July 27 – August 23, 2024

**3. Consideration to Amend the Approved 2024 Regular Meeting Schedule for the Lake Forest City Council.**

STAFF CONTACT: *Margaret Boyer, City Clerk (847.810.3674)*

**PURPOSE AND ACTION REQUESTED:** Staff requests City Council consideration to amend its previously approved schedule of City Council meetings.

**BACKGROUND:** The current schedule of City Council meetings as approved shows that the Monday, September 16, 2024 meeting is scheduled as a City Council Workshop. Staff is seeking to amend the schedule and convert from a Workshop meeting to a Regular City Council meeting. A copy of proposed amended schedule can be found **on page 17**, the proposed change is highlighted.

**BUDGET/FISCAL IMPACT:** N/A

COUNCIL ACTION: Consideration to Amend the Approved 2024 Regular Meeting Schedule for the Lake Forest City Council

**4. Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with Holding a Raffle in the City of Lake Forest for Northwestern Medicine Lake Forest Hospital (Approval by Motion)**

STAFF CONTACT: *Margaret Boyer, City Clerk (847.810.3674)*

**PURPOSE AND ACTION REQUESTED:** Staff requests City Council consideration of waiving the fidelity bond requirement in connection with a proposed raffle from Northwestern Medicine Lake Forest Hospital.

**BACKGROUND:** In January 2020 the City Council approved an Ordinance Amending Chapter 110, titled "Licenses and Miscellaneous" related to Raffles, to align these sections with recent State of Illinois Legislation. Section 110.0149, J, allows the raffle manager designated by the organization to seek a waiver of the bond requirement from the City Council.

At this time, Northwestern Medicine Lake Forest Hospital is requesting a waiver of the bond requirement and has submitted a request. A copy of the request can be found beginning on **page 18**.

**BUDGET/FISCAL IMPACT:** N/A

COUNCIL ACTION: Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with Holding a Raffle in the City of Lake Forest for Northwestern Medicine Lake Forest Hospital. (Approval by Motion)

**5. Approval to Renew Agreement for Enterprise Resource Management System Software Maintenance**

*STAFF CONTACT: Jim Shaw, Director of Innovation and Technology (847-810-3590)*

**PURPOSE AND ACTION REQUESTED:** Staff requests approval to renew a one (1) year agreement with Bellefeuil Szur & Associates (BS&A) software which includes maintenance services and licensing.

**BACKGROUND/DISCUSSION:** BS&A has been providing The City of Lake Forest services for a financial and land parcel management system since initial implementation in 2019. This system is one of the largest software systems to support City operations. It encompasses payroll, purchasing, general ledger, budget, utility billing, online utility billing payments, accounts receivable, fixed assets, code enforcement, building permits, business licensing and land management planning and zoning.

**BUDGET/FISCAL IMPACT:** Per the initial agreement executed on 01/16/2018, annual license fees may be increased according to the Consumer Price Index (CPI-U). The proposed renewal includes a 5.1% CPI increase. This service of support can only be provided by BS&A.

In addition, the new annual cost includes the removal of licensing and support for the CRA (Citizen Request) module, this functionality is now provided via Cartegraph.

Has City staff obtained competitive pricing for proposed goods/services? **No**  
Administrative Directive 3-5, Section 6.1B – Sole Source

FY2025 Funding Source	Account Number	Amount Budgeted	Amount Requested	Budgeted? Y/N
IT Operating	101-1315-415-43-37	\$43,727	\$40,239	Y

COUNCIL ACTION: Approval to Renew Agreement for Enterprise Resource Management System Software Maintenance and Licensing

**6. Authorize the Office of the City Manager to enter into a one-year extended term Power Supply Agreement with MC Squared Energy Services, LLC.**

STAFF CONTACT: *George Issakoo, Assistant City Manager (847-810-3680)*

**PURPOSE AND ACTION REQUESTED:** Staff is requesting the City Council authorize the Office of the City Manager to enter into a one-year extended term agreement with MC Squared Energy Services, LLC for the Electric Aggregation Program.

**BACKGROUND/DISCUSSION:** State statute allows units of local government to negotiate electricity supply contracts on behalf of the residential and small commercial electricity accounts served by investor owned utilities like ComEd. The residential and small commercial electricity account owners then have the option to accept or reject the contract offered through the municipality. In March 2012, voters approved a referendum to allow The City of Lake Forest to allow municipal aggregation.

To increase the potential value of municipal aggregation for their residence, the Cities of Lake Forest, Highland Park, and Park Ridge, and the Villages of Deerfield, Glencoe, Lake Bluff, Northbrook and Skokie formed the North Shore Electricity Aggregation Consortium (Consortium). The Consortium was created to act as a collective body of Municipalities to create and manage municipal electric aggregation services on behalf of their residents and eligible businesses.

Since 2012, the Consortium has executed multi-year contracts with different retail energy suppliers to supply power to the eligible residential and small commercial accounts located within the NSEAC communities. The current contract with MC Squared (initially executed in 2021) will expire in September. To continue with an electricity aggregation program without interruption, the Consortium members must approve a contract amendment to the current Power Supply Agreement with MC-Squared.

**Program Benefits.** In the early years of municipal aggregation, market conditions allowed the Consortium to save participating customers more than \$36 million while purchasing Renewable Energy Credits (which represent increased clean energy content in the power supply). Since then, market conditions have changed and significant cost savings against the ComEd default supply rate were no longer achievable. In response, the Consortium adjusted the aggregation program from a "Fixed Price" structure (where the electricity supply rate stayed constant throughout the contract term) to a "Price Match" structure (where the electricity supply rate changes every month to exactly match ComEd's variable monthly electricity rate from ComEd).

Additionally, the Consortium and its aggregation program has been a key factor in establishing a partnership with the Metropolitan Mayors Caucus to create the state's largest municipally-sponsored community solar program. Operating in parallel with the aggregation program, the Consortium's community solar program delivers over 4 megawatts of community solar credits to residents throughout the six participating communities. Five of the six

communities purchase community solar credits for their own facilities from the state's first community solar facility, Rainy Solar, a 1.18 megawatt, 3,700-panel rooftop solar array in Elgin. Lastly, in addition to providing eligible residential and small customers with the exact same rate that they would pay under ComEd's default service, the retail electricity supplier also provides a Civic Contribution to each Consortium member community. For The City of Lake Forest, the Civic Contribution is set aside to be utilized for the funding of initiatives that enhance the sustainability goals of the City.

**Contract Extension Option.** Under the Power Supply Agreement, MC-Squared has been responsible for: i) communicating the aggregation program offer to eligible residential and small commercial customers; ii) enrolling eligible customers that elect to participate in the program into an approved energy supply agreement that meets the terms and conditions approved by the Consortium; iii) charge a rate that is exactly equal to the ComEd variable monthly price for electricity supply; iv) provide consistent and high-quality customer service and support system through a local call center; v) provide reporting to the Consortium members regarding program performance metrics; and vi) providing a Civic Contribution to each Consortium community.

The current Power Supply Agreement was initially set for a three (3) year term with MC-Squared and expires in September 2024. The Consortium members in consultation with their municipal aggregation consultant have determined that extending the current agreement with MC-Squared for a period of one (1) year provides the best value for Consortium communities.

An extension to the agreement would provide the following:

- **Continued ComEd Price Match.** Participating accounts will continue to pay a rate equal to the ComEd variable monthly price.
- **Ongoing Customer Services.** All customer-facing service requirements will remain the same. Participating customers need to take no action to continue in the program, will continue to receive a single bill from ComEd, and will not be charged any separate enrollment or termination fees.
- **Additional Civic Contribution.** The amount of the Civic Contribution is a function of wholesale market prices for electricity. Under current market conditions, the Civic Contribution during the proposed one (1) year extension will be lower than the Civic Contribution provided under the original three (3) year agreement. While lower, the Civic Contribution is still meaningful to support community sustainability initiatives and will total \$60,000.

Additionally, a one (1) year extension to the agreement will allow City staff the time to continue working with the Consortium and energy consultants to evaluate the viability of options presented based on the current market conditions.

**Recommendation.** In light of the continued benefits of the program, staff recommends that City Council approve the attached Power Supply Agreement Amendment with MC-Squared Energy Services. Approving this extension will allow for the program to seamlessly continue

**BUDGET/FISCAL IMPACT:**

Has City staff obtained competitive pricing for proposed services? **Yes**

**Civic Contribution: \$60,000**

**COUNCIL ACTION:** Authorize the Office of the City Manager to enter into a one-year extended term Power Supply Agreement with MC Squared Energy Services, LLC.

**7. Approval of an additional Three-Year Professional Services Agreement with Invoice Cloud for credit card processing services and integration with the City's ERP system.**

STAFF CONTACT: *Mark Krygeris, Staff Accountant (847) 810-3617*

**PURPOSE AND ACTION REQUESTED:** Staff requests approval of an additional three-year professional services agreement for credit card processing and integration associated with the City's ERP system.

**BACKGROUND/DISCUSSION:** In August 2021, City Council approved a contract for three years to provide online and over the counter credit card processing and integration with the City's ERP system BS&A. Invoice Cloud is a partner with BS&A for integration to the ERP and the City's credit card provider Automated Merchant Services (AMS) for additional savings.

Staff is requesting approval for an additional three-year renewal at this time. Over the past three years, staff has been pleased with Invoice Cloud services and have expanded their use city-wide, resulting in increased efficiencies for both staff and residents.

**PROJECT REVIEW/RECOMMENDATIONS:**

Reviewed	Date	Comments
City Council	8/2/2021	City Council approved contract with Invoice Cloud
City Council	9/4/2018	City Council approved initial contract with Invoice Cloud.

**BUDGET/FISCAL IMPACT:** Credit Card processing fees are assessed to various funds based on the point-of-sale location and have been included in the FY2025 budget.

Has competitive pricing been obtained for proposed goods/services? **Yes**

In 2018, staff attained competitive pricing working with the City's ERP system BS&A, that included Invoice Cloud/with an alternate processor, Invoice Cloud with Automate Merchant Services (AMS), and pricing from an additional vendor Point and Pay.

Below is an estimated summary of Project budget:

FY2025-2027 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Multiple Funds	\$46,000	\$46,000	Y

**COUNCIL ACTION:** Approval of an additional Three-Year Professional Services Agreement with Invoice Cloud for credit card processing services and integration with the City's ERP system.

**8. Approval of a Recommendation from the Public Works Committee to Award a Contract to John Keno & Company for the Forest Park Beach Sand Restoration Project, in the Amount of \$258,120 plus 4% Contingency in the Amount of \$10,000, for a Total of \$268,120**

STAFF CONTACT: *Chuck Myers, Superintendent of Parks & Forestry, 810-3565*

**PURPOSE AND ACTION REQUESTED:** The Public Works Committee requests approval to award a contract with John Keno & Company, Inc., for \$258,120 to perform sand nourishment at Forest Park Beach, as included in the FY2025 C.I.P. plus 4% contingency in the amount of \$10,000, for a total of \$268,120.

**BACKGROUND/DISCUSSION:** In May 2021, an engineering firm was retained by the City of Lake Forest to provide coastal engineering services at Forest Park Beach. The beach consists of a series of 4 beach cells protected by sheet pile groins and 3 semi-detached breakwaters that were constructed in the late 1980s. While changes in Lake Michigan's water levels have affected the functionality and maintenance requirements of the system throughout its lifespan, the historic rise in lake levels in recent years has prompted a re-evaluation into the performance of the beaches and breakwaters.

To address the recent performance concerns and longevity of the beach, the engineering firm performed a technical coastal study that analyzed local and regional wind, wave, current, and sediment data. The analysis considered these base conditions and estimated the performance of the beaches and breakwaters at various water levels and storm conditions. Using this understanding of the Lake Forest coastal system, the engineering firm proposed several alternative concepts to mitigate erosion and estimated the impacts these options would have on the existing littoral transport system (the natural movement of nearshore sediment by waves and current from north to south in this area of Lake Michigan), as well as how water level affects the currents along the shoreline.

The study revealed that, overall, the Forest Park beach has performed reasonably well over its lifetime. Littoral drift has replaced the original bird's eye sand with finer natural sand. Recent high-water levels, peaking in record highs in 2020, have induced rapid erosion in the northern cells, leaving Cell #1 (northern cell) and Cell #2 depleted and the shoreline unprotected. High-water levels also allow for more wave energy to reach the shoreline, creating larger currents within the cells and a bypass of sand between the cells. Over the past three years the water level has dropped in Lake Michigan, making this an ideal time to restore sand levels in the cell.

The study showed that the northernmost beach cell (Cell #1) was in the most urgent need of attention and this cell was addressed with a beach nourishment project in the fall of 2022. The second beach cell to the south (Cell #2) has experienced accelerated erosion and needs nourishment as well. The study was presented to the City Council and some of the Alderman expressed concern over using the coarse birds-eye sand, due to the difficulty of walking on it and because of the recreational nature of the beach. As a result, the project in Cell #1 used birds-eye sand offshore and along the revetment stone, but the actual area used by beach users along the shore used a finer sand. This hybrid approach offered the best protection from erosion and sand loss in the vulnerable areas while providing a better surface for beach users. For the sand nourishment in this project, we will be utilizing the same approach with the courser birds-eye sand being used near the shoreline and into the lake, while finer sand will be placed in the areas west of the shoreline to the walkway.

The City hired GZA GeoEnvironmental Engineers earlier this year to optimize the beach nourishment plan and draft the final construction documents that would enable the City to perform a bid process. The sand nourishment project involves bringing in 4475 cubic yards of new sand (approximately 220 truckloads) to Cell #2 and grading as specified. The permitting for the project with the IDNR, IEPA and ACOE has been completed. If approved by City Council, the project is expected to begin in October and be completed by the end of the year.

**PROJECT REVIEW/RECOMMENDATIONS:**

Reviewed	Date	Comments
Public Works Committee	08/05/24	Recommend Approval
City Council Finance Committee Workshop	03/14/22	Review of Beach Improvement Project and Capital Plan
City Council Finance Committee Workshop	11/08/21	Review of Beach Profile Study and Long-Term Maintenance Plan

**BUDGET/FISCAL IMPACT:** Funding for the beach restoration project is identified in the FY2025 Capital Improvement Plan. On July 9, 2024, City staff released an invitation to bid for the Cell #2 Beach Restoration Project. The bid opening was on July 25, 2024 and two (2) sealed bids were received, as detailed below.

Has competitive pricing been obtained for proposed goods/services? **Yes**

Company Name	Dollar Amount Bid
<b>John Keno &amp; Company, Inc.</b>	<b>\$258,120</b>
Berger Contractors, Inc.	\$394,130

After careful review of the bids by City staff, staff is recommending the selection of John Keno & Company for the project. They meet the required qualifications for the project, and they have extensive experience with grading at the beach.

Below is an estimated summary of Project budget:

FY2025 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
311-5703-467.67-39 Capital Fund	\$300,000	\$268,120	Y

**COUNCIL ACTION:** Approval of a Recommendation from the Public Works Committee to Award a Contract to John Keno & Company for the Forest Park Beach Sand Restoration Project, in the Amount of \$258,120 plus 4% Contingency in the Amount of \$10,000, for a Total of \$268,120

**9. Approval of a Public Works Committee Recommendation of an Award of Bid to Otto Baum Company, Inc. for the Gorton Community Center Chimney Tuckpointing Project in the Amount of \$67,800**

STAFF CONTACT: *Jim Lockfeer, Assistant Director of Public Works (810-3542)*

**PURPOSE AND ACTION REQUESTED:** The Public Works Committee and City staff requests City Council award of bid to Otto Baum Company, Inc. for the Gorton Community Center Chimney tuckpointing Project in the Amount of \$67,800.

**BACKGROUND/DISCUSSION:** Tuckpointing is an important process to maintain the integrity of brick masonry. As mortar deteriorates, it progressively allows more water to seep into the masonry. The Gorton Community Center chimney features original exterior brick. This original and historic brick requires the utilization of historic lime mortar which helps to preserve the brick. It is crucial to use lime-based mortar when completing historic tuckpointing. This is because lime-based mortar is a softer material than the historic brick. The lime-based mortar allows the historic brick to flex without crumbling during hot and cold temperatures. Concrete-based mortar is a much harder material than the historic brick masonry. Concrete-based mortar does not allow historic brick masonry to flex during those periods of extended hot and cold temperatures.

After Building Maintenance Section staff identified numerous areas of exterior mortar grout decay at the Gorton Community Center chimney, staff enlisted the services of Leverett Masonry Consulting to inspect current conditions of the exterior brick and mortar, develop design specifications to preserve the historic brick and mortar, and assist with the bidding process and project oversight. Leverett Masonry Consulting provided similar services on the recent Elawa, City Hall, and Dickinson Hall Tuckpointing Projects. This exterior tuckpointing and other minor masonry repairs included in this Gorton Community Center Chimney Project will help preserve the chimney for many years into the future.

**PROJECT REVIEW/RECOMMENDATIONS:**

Reviewed	Date	Comments
Public Works Committee	8/5/2024	Reviewed and Recommended Approval

**BUDGET/FISCAL IMPACT:** On July 17, 2024, City staff initiated a public bidding process for the Gorton Community Center Chimney Tuckpointing Project. On July 23, 2024, a mandatory, pre-bid meeting was held at the project site. On July 31, 2024, the public bid process closed and in total, five bids were received as outlined below.

Has City staff obtained competitive pricing for proposed goods/services? **Yes**

Firm	Total Bid Amount
<b>Otto Baum Company, Inc.</b>	<b>\$67,800</b>
Fortune Restoration	\$75,000
Bruce Brugioni Construction Co.	\$77,436
Berglund Construction	\$99,000
RestoreWorks	\$112,130

Otto Baum Company is a large concrete, masonry, and restoration company with significant municipal and school district project experience. References checks were completed, and all references shared favorable experiences.

Below is an estimated summary of Project budget:

FY2025 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Fund 311-1503-478.78-58	\$55,000	\$67,800	Y

The amount exceeding budget will be funded from Capital Fund reserves. If necessary, a FY25 supplemental appropriation will be submitted for City Council approval at the close of the current fiscal year. If approved, this work may begin this upcoming fall (weather permitting).

COUNCIL ACTION: Approval of a Public Works Committee Recommendation of an Award of Bid to Otto Baum Company, Inc. for the Gorton Community Center Chimney Tuckpointing Project in the Amount of \$67,800.

**COUNCIL ACTION: Approve the eight (8) omnibus items as presented**

**6. OLD BUSINESS**

**7. NEW BUSINESS**

**1. EXECUTIVE SESSION**

**Adjournment into Executive Session**

Reconvene into Regular Session

**8. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS**

**9. ADJOURNMENT**

A copy of the Decision Making Parameters is included with this agenda following this page.

Office of the City Manager

August 28, 2024

The City of Lake Forest is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are required to contact City Manager Jason Wicha, at (847) 234-2600 promptly to allow the City to make reasonable accommodations for those persons.





## THE CITY OF LAKE FOREST

### DECISION-MAKING PARAMETERS FOR CITY COUNCIL, AND APPOINTED BOARDS & COMMISSIONS

*Adopted June 18, 2018*

The City of Lake Forest Mission Statement:

*“Be the best-managed, fiscally-responsible and appealing community and promote a community spirit of trust, respect and citizen involvement.”*

The Lake Forest City Council, with the advice and recommendations of its appointed advisory Boards and Commissions, Lake Forest Citizens, and City Staff, is responsible for policy formulation and approval. Implementation of adopted strategy, policy, budgets, and other directives of Council is the responsibility of City Staff, led by the City Manager and Senior Staff. The Mayor and Aldermen, and appointed members of Boards and Commissions should address matters in a timely, deliberate, objective and process-driven manner, making decisions guided by the City of Lake Forest Strategic and Comprehensive Plans, the City’s Codes, policies and procedures, and the following parameters:

- Motions and votes should comprise what is in the best long-term interests of all Lake Forest citizens, measured in decades, being mindful of proven precedents and new precedents that may be created.
- All points of view should be listened to and considered in making decisions with the long-term benefit to Lake Forest’s general public welfare being the highest priority.
- Funding decisions should support effectiveness and economy in providing services and programs, while mindful of the number of citizens benefitting from such expenditures.
- New initiatives should be quantified, qualified, and evaluated for their long-term merit and overall fiscal impact and other consequences to the community.
- Decision makers should be proactive and timely in addressing strategic planning initiatives, external forces not under control of the City, and other opportunities and challenges to the community.

Community trust in, and support of, government is fostered by maintaining the integrity of these decision-making parameters.

*The City of Lake Forest’s Decision-Making Parameters shall be reviewed by the City Council on an annual basis and shall be included on all agendas of the City Council and Boards and Commissions.*

The City of Lake Forest  
CITY COUNCIL MEETING  
*Proceedings of the Monday, August 5, 2024 6:30 pm*  
City Council Meeting – City Council Chambers  
220 E Deerpath, Lake Forest, IL 60045

**CALL TO ORDER AND ROLL CALL:** Honorable Mayor Tack called the meeting to order at 6:30 p.m., and City Clerk Margaret Boyer called the roll of Council members.

Present: Honorable Mayor Tack, Alderman Novit, Alderman Clemens, Alderman Notz, Alderman Powers, Alderman Goshgarian, Alderman LeVert, Alderman Weber, and Alderman Walther.

Absent: None

**CALL TO ORDER AND ROLL CALL**

**PLEDGE OF ALLEGIANCE** was recited by all.

**REPORTS OF CITY OFFICERS**

**COMMENTS BY MAYOR**

Mayor Tack invited the community to celebrate the 116<sup>th</sup> Annual Lake Forest Day festivities including the carnival on Tuesday at West Park and again on Wednesday with the Parade.

**COMMENTS BY CITY MANAGER**

**A. Draft Strategic Plan Presentation**  
**George Issakoo, Assistant City Manager**

City Manager Jason Wicha introduced George Issakoo, Assistant City Manager. Mr. Issakoo shared a timeline review with the community detailing an overview of where the Strategic Plan has been through processes to date. He also reviewed each section of the Plan in detail. He thanked city staff for their time and efforts. The City Council had discussion on next steps including extending the public opportunity to after Labor Day when residents are back in town, City Council thanked staff for a job well done.

**OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL**

Diane thanked the City Council for the update on the bike path.

**COMMITTEE REPORTS**

**PUBLIC WORKS COMMITTEE**

- 1. Storm Event Review**  
- **Jim Lockefer, Assistant Public Works Director and Public Works Chairman, Ara Goshgarian**

Chairman of the Public Works Committee, Ara Goshgarian requested a review of current weather conditions related to the City's stormwater management. Jim Lockefer, Assistant Public Works Director reviewed 2024 rainfall totals and other significant events that showed considerable quantities of rain. Additionally, Mr. Lockefer shared Public Works responses to these events highlighting significant investments that in turn

highlighted fewer closures on roads and cancellations in parks. The City Council had discussion on what is next in stormwater management that is budgeted and planned, Federal and State grants, Water Fund revenues and impacts on projects. The City has a long term planning and healthy reserves, most costs are fixed. Chairman Goshgarian noted that several large projects were completed with 19 million dollars in grant funding and that the city's long term planning allows for flexibility while addressing needs.

<b>ITEMS FOR OMNIBUS VOTE CONSIDERATION</b>
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1. **Approval of the July 15, 2024, City Council Meeting Minutes**
2. **Approval of the Check Register for the Period of June 29 – July 26, 2024**
3. **Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with Holding a Raffle in the City of Lake Forest for the Spirit of 67 Foundation (Approval by Motion)**
4. **Consideration of an Ordinance Amending the City of Lake Forest City Code Regarding the Class C-1 and C-3 Liquor License (First reading and if appropriate final approval)**
5. **Approval of a Resolution Conveying and Dedicating City Property to the State of Illinois for the Waukegan Road and Westleigh Road Intersection Improvements Project between the City of Lake Forest and the State of Illinois Department of Transportation for Highway Purposes for the Sum of Zero Dollars, and Authorizing the Mayor and City Manager to Execute Associated Documents on Behalf of the City of Lake Forest**
6. **Approval of an Ordinance Dedicating and Accepting City Property for the Waukegan Road and Westleigh Road Intersection Improvements Project for Road Purposes, and Authorizing the Mayor and City Manager to Execute Associated Documents on Behalf of the City of Lake Forest**
7. **Approval of a Public Works Committee Recommendation to Award of Bid for the North Beach Pavilion Roof Replacement Project to Ridgeline Roofing in the Amount of \$35,000 to Include a 10% Contingency in the Amount of \$3,500, for a Total Amount of \$38,500**
8. **Approval to Waive the Bidding Process and Authorize a Contract to Rebuild the Soda Kiln at Stirling Hall in the amount of \$39,609.00**
9. **Approval of a Service Contract to Libertyville Tile & Carpet for the Recreation Center Carpet & Flooring Replacement Project in the Amount of \$46,902.00 to Include a Project Contingency in the Amount of \$5,000.00, for a Grand Total Amount of \$51,902.00**
10. **Consideration of the Donation of the Veterans Monument in Veterans Park from the McKinlock Post Foundation and Directing the City Manager to Execute the Donation Agreement. (Approval by Motion)**
11. **Consideration of Ordinances Approving Recommendations from the Building Review Board for 1175 Old Colony Road, 632 Grandview Lane and 227 W. Onwentsia Road (First Reading, and if Desired by the City Council, Final Approval)**
12. **Consideration of an Ordinance Approving a Recommendation from the Zoning Board of Appeals in Support of Zoning Variances for 1191 Prairie Avenue. (First Reading, and if Desired by the City Council, Final Approval)**

**COUNCIL ACTION: Approve the twelve (12) omnibus items as presented**

Mayor Tack asked the Council if there were any items to be removed or taken separately. Seeing none, he asked for a motion.

Alderman Notz made a motion to approve the twelve (12) Omnibus items as presented, seconded by Alderman Weber. The following voted "Aye": Alderman Novit, Clemens, Notz, Powers, Goshgarian, LeVert, Weber, and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

*Information such as Purpose and Action Requested, Background/Discussion, Budget/Fiscal Impact, Council Action and a Staff Contact as it relates to the Omnibus items can be found on the agenda.*

**OLD BUSINESS**

**NEW BUSINESS**

**ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS**

Mayor Tack noted there will be no further business following executive session, he then asked for a motion to adjourn into **EXECUTIVE SESSION pursuant to 5 ILCS 120/2 (c)(1), The City Council will be discussing Personnel.**

Alderman Novit made a motion to adjourn into executive session pursuant to 5 ILCS 120/2 (c)(1), The City Council will be discussing Personnel, seconded by Alderman Notz. The following voted "Aye": Alderman Novit, Clemens, Notz, Powers, Goshgarian, LeVert, Weber, and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

**Adjournment into Executive Session at 7:07 pm.**

**Reconvened into Regular Session at 7:53 pm.**

**ADJOURNMENT**

There being no further business Mayor Tack asked for a motion to adjourn. Alderman Weber made a motion to adjourn, seconded by Alderman Novit. Motion carried unanimously by voice vote at 7:54 p.m.

Respectfully Submitted,  
Margaret Boyer, City Clerk

*A video of the City Council meeting is available for viewing at the Lake Forest Library and on file in the Clerk's office at City Hall. You can also view it on the website by visiting [www.cityoflakeforest.com](http://www.cityoflakeforest.com). Click on I Want To, then click on View, then choose Archived Meetings Videos.*

## 2024 City Council and Finance Committee Dates

\*\* = This date represents a change from the traditional dates, due to holiday or other conflicts

Meeting dates highlighted in blue represent Workshop Meeting dates

**BOLDED** represent Finance Committee meetings (FC)

January 2, 2024	CANCELLED	6:30 Workshop Meeting
<b>**January 16, 2024</b>	<b>COUNCIL CHAMBERS</b>	<b>FC 6:30- CC to immediately follow</b>
February 5, 2024	COUNCIL CHAMBERS	6:30 City Council
<b>**February 20, 2024</b>	COUNCIL CHAMBERS	6:30 City Council
March 4, 2024	COUNCIL CHAMBERS	6:30 City Council
<b>**March 11, 2024</b>	DICKINSON HALL	<b>5:00 Operating Budget WS</b>
March 18, 2024	COUNCIL CHAMBERS	6:30 City Council
April 1, 2024	COUNCIL CHAMBERS	6:30 City Council
<b>April 15, 2024</b>	<b>COUNCIL CHAMBERS</b>	<b>FC 6:30- CC to immediately follow</b>
May 6, 2024	COUNCIL CHAMBERS	6:30 City Council
May 20, 2024	COUNCIL CHAMBERS	6:30 City Council
June 3, 2024	COUNCIL CHAMBERS	6:30 City Council
<b>** June 17, 2024</b>	COUNCIL CHAMBERS	6:30 City Council
<b>**July 1, 2024</b>	DICKINSON HALL	6:30 Workshop Meeting
<b>July 15, 2024</b>	COUNCIL CHAMBERS	<b>FC 6:30- CC to immediately follow</b>
August 5, 2024	COUNCIL CHAMBERS	6:30 City Council
August 19, 2024	<b>NO MEETING</b>	<b>NO MEETING</b>
<b>**September 3, 2024</b>	COUNCIL CHAMBERS	6:30 City Council
<b>September 16, 2024</b>	<b>COUNCIL CHAMBERS</b>	<b>6:30 City Council</b>
October 7, 2024	COUNCIL CHAMBERS	6:30 City Council
<b>October 21, 2024</b>	<b>COUNCIL CHAMBERS</b>	<b>FC 6:30- CC to immediately follow</b>
November 4, 2024	COUNCIL CHAMBERS	6:30 City Council
<b>**November 12, 2024</b>	DICKINSON HALL	5:00 Capital Budget WS
November 18, 2024	COUNCIL CHAMBERS	6:30 City Council
December 2, 2024	COUNCIL CHAMBERS	6:30 City Council
December 16, 2024	<b>NO MEETING</b>	<b>NO MEETING</b>

6/28/2024- Proposed change 9/3/2024

August 14, 2024

Mayor Tack  
The City of Lake Forest  
220 E. Deerpath  
Lake Forest, Illinois 60045

Dear Mayor Tack,

Northwestern Medicine Lake Forest Hospital is asking for the City Council's consideration of a waiver for the requirements of the fidelity bond, with regards to our NM5K Race to Impact raffle license application. The NM5K Race to Impact raffle includes items with an estimated value of approximately \$1000 and we anticipate the number of tickets to be sold at 300.

Thank you in advance for your consideration.

Sincerely,



Linda Egan, PT  
Parkinson's Program Coordinator  
NM Lake Forest Hospital



August 26, 2024

Dear Members of the City Council,

Pursuant to Section 32.025 and Section 31.001 of the City Code, I hereby appoint John Burke as the Chief of Police for The City of Lake Forest, effective upon the approval of the City Council.

Sincerely,

A handwritten signature in black ink, appearing to read "Stanford Tack".

Dr. Stanford "Randy" Tack  
Mayor, City of Lake Forest