

The City of Lake Forest
CITY COUNCIL MEETING
Proceedings of the Tuesday, September 3, 2024 6:30 pm
City Council Meeting – City Council Chambers
220 E Deerpath, Lake Forest, IL 60045

City Clerk Margaret asked for a motion to appoint Alderman Notz as Mayor Pro-Tem for the evening.

Alderman Weber made a motion to appoint Alderman Notz as Mayor Pro-Tem, seconded by Alderman Clemens. The motion was carried unanimously by voice vote.

CALL TO ORDER AND ROLL CALL: Honorable Mayor Pro-Tem Notz called the meeting to order at 6:33 p.m., and City Clerk Margaret Boyer called the roll of Council members.

Present: Honorable Mayor Pro-Tem Notz, Alderman Novit, Alderman Clemens, Alderman Powers, Alderman Weber, and Alderman Walther.

Absent: Honorable Mayor Tack, Alderman Goshgarian, and Alderman LeVert.

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE was recited by all.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

Mayor Pro-Tem Notz reminded the community that opportunities to have "Coffee in the Park with your Aldermen" are coming up in the next few weeks. Ward 1 and Ward 2 meetings are on September 14.

Mayor Pro-Tem Notz then stated that after a competitive nationwide search, we are excited for John Burke to join Lake Forest as the new Chief of Police. He brings over 26 years of law enforcement experience and most recently served as the Chief of Police at the Barrington Police Department. His emphasis on community engagement and community policing make him an excellent fit for our department and community and we look forward to welcoming him to Lake Forest.

Mayor Pro-Tem Notz read the item and asked for a motion.

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

City Marshal, Collector and Police Chief John Burke

COUNCIL ACTION: Approve the Mayor's Appointment

Alderman Novit made a motion to approve the Mayor's appointment, seconded by Alderman Walther. The motion was carried unanimously by voice vote.

B. Swear in Chief John Burke

The City Clerk administered the oath of office. His wife and son pinned him, photos were taken. Chief Burke thanked everyone and said he was looking forward to serving the community.

Mayor Pro-Tem Notz informed the community of two opportunities to Chat with the Chief, on September 16 and 17 and that more information is on the website.

COMMENTS BY CITY MANAGER

City Manager Wicha introduced the first of two community spotlights, noting the exceptional longstanding civic relationships with both. He then introduced the President and CEO of Open Lands, Ryan London to highlight fall programming and their annual signature event.

A. Community Spotlights

- **Lake Forest Open Lands
Ryan London, President and CEO**

Ryan London, President and CEO provided an update of all things Open Lands. Mr. London highlighted their core beliefs. Conservation. Community. Collaboration. And Competency. He went on to state that Open Lands earned the accreditation seal in 2009 and every five years since that is awarded to land trusts meeting the highest national standards for excellence and conservation permanence. He shared detailed information with the community about past and upcoming programming, noting both Bagpipes and Bonfire in September, and the Native Tree Sale in October. The City Council thanked Mr. London for his presentation.

- **ICMA Award
Jason Wicha, City Manager**

City Manager Wicha reported that Lake Forest was the recipient of the Program Excellence Award for Community Partnership - Cultivating Community: The Private-Public Partnership between Lake Forest and Elawa Farm Foundation, from the ICMA, International City/County Management Association. He thanked staff for submitting the application. He thanked additional staff for developing a lease structure that worked for both parties.

City Manager Wicha then introduced Laura Calvert, Executive Director for the Elawa Farm Foundation.

- **Elawa Farm Foundation
Laura Calvert, Executive Director**

Laura Calvert, Executive Director thanked the Council for the opportunity to present to the Community. Ms. Calvert reported on the new chapter at Elawa that included full use of the facility and grounds. Elawa is a year-round community destination and Elawa is a model for stewardship, sustainability and accessibility with the goal to feed, educate and inspire the community. She thanked the Garden Club for their donation of the Hive Garden. She thanked the City for its role in completing the parking lot, and shared an overview map of where things are now at Elawa. She then reviewed farm structures, farm programs, the Café and the production kitchen and invited everyone to the ribbon cutting in September that will feature a Michelin Star Chef. The City Council thanked Ms. Calvert for her leadership.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

None this evening.

COMMITTEE REPORTS

PUBLIC WORKS COMMITTEE

Mayor Pro-Tem Notz read the item and introduced Directors Thomas and Olson.

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

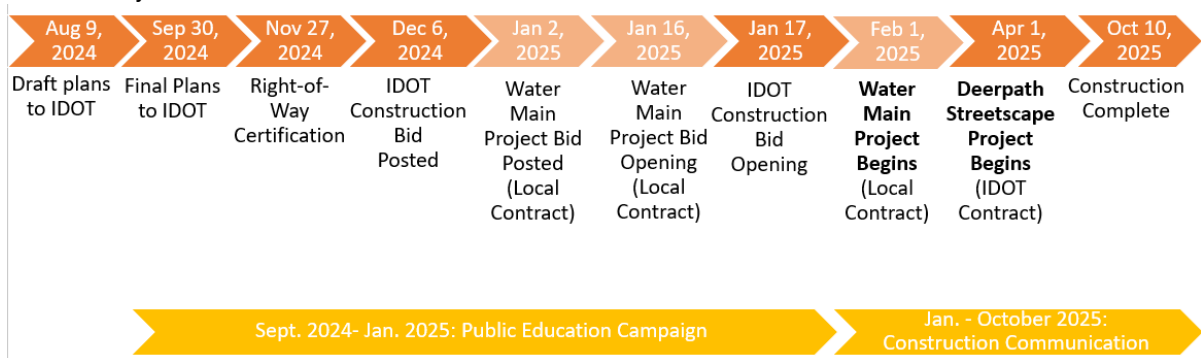
Michael Thomas, Public Works Director reviewed the outline of the presentation that included background, scope, schedule, budget, detour options and minimizing Impacts.

Summary Project Background.

- The project has a significant history. Not going to cover entire project background but instead focus on a few key points. A more detailed history is in the background information in the agenda.
- The City received a \$2,000,000 grant award from Illinois Department of Transportation for construction in April of 2023.
- To get a grant award for the project, the City, since 2019, has been following the IDOT required Phase I and Design approach. This is a lengthy process that includes needed reviews and various approvals from IDOT. IDOT has approved Phase I Design which is more of a conceptual design. Phase II, which we are in now, is the much more detailed/actual design process.
- The Phase I process was guided by a Deerpath Streetscape Advisory Group formed by the City Manager, very similar to the recent Deerpath Park advisory group that was made up from ten people representing various boards, commissions, as well as some property owners.
- The Deerpath Streetscape Advisory group met a number of times, led a community engagement /process, and completed a final recommendation report that includes actual conceptual design layouts and plans. Can find that at [cityoflakeforest.com/Deerpath streetscape](http://cityoflakeforest.com/Deerpath%20streetscape)
- It took two application attempts for this project to receive grant funding. After first unsuccessful attempt, The City debriefed with the grant program manager. While the City was close to receiving funding, it left points on the table by not yet initiating a Phase II Design. With that information we went back through the CIP budgeting process and City Council supported funding Phase II design. This is a key step in applying and being successful the next time.

Summary Scope

- The Advisory Committee was made up of representatives from City Council, Public Works Committee, Building Review Board, Civic Beautification Committee, Chamber of Commerce, Business/Property Owners, Historic Preservation Commission and the Lake Forest Preservation Foundation.
- The advisory committee action steps are increase plantings and plant trees, Renew infrastructure, Improve pedestrian safety, Incorporate Green Infrastructure & Other Practical Sustainability Concepts Maintain & Enhance the Pedestrian Experience, Retain Parallel Parking on Both Sides of the Street, Direct Bicycles to Alternate Routes, Highlight Building Architecture & Storefront Windows, Maintain Deerpath as a Primary Vehicle Thoroughfare to and through the Central Business District and Add Seasonal Color to the Streetscape.
- Input from the committee shaped the project, to include paver crosswalks increases crosswalk visibility and traffic calming measure, Improved pedestrian and vehicle sightlines, Masonry wall consistent with character across at City Hall, Trees and landscaping add interest along the street to help slow traffic and others.
- Project Schedule.



- Current Budget numbers

Fiscal Year	Fund	Budget Item	Cost
2026	Capital	Construction	\$1,335,000
	Water	Construction (Water Main)	\$950,000
	Grant – IDOT ITEP	Construction	\$2,065,000
	Capital	Construction Oversight Services	\$350,000
TOTAL			\$4,700,000

Net City expense, after ITEP grant, \$2,635,000

- **Budget from October 2023; staff to update October 11, 2024**
- Project bid opening January 17, 2025

Summary *Minimizing Impact*

- Previous similar projects were reviewed- Western Avenue Streetscape, Market Square 2000, Deerpath/Route 41 Pump Station and Burr Oak Storm Sewer Improvements
- The City will continuously look for ways to minimize the impact of this project.

Summary *Detour Options*

- In relation to the Water Main replacement February 1 through March 30, 2025
- requires **westbound lane closure on Deerpath**, east of Green Road, to Western Avenue, no street parking

Director Thomas reviewed two different options for detours and closures the first “Block by Block” would be done in stages. Stage 1 April 1- July 25, 2025 and Stage 2 July 28 through November 14, 2025. The second option is “Full” Streetscape closure detour that will run April 1 through October 10, 2025

Closure Type	Total Construction Duration	Cost	Traffic Flow	Parking in front of businesses
Full	6 months	No increase	No north-south traffic flow	No added parking
Block-By-Block	7.5 months	5% - 10% increase	Allows some north-south traffic flow	5-10 spaces

Dana Olson, Director of Communications reviewed the plan for communication and outreach

- **Pedestrian and Business Access:** Continuous access on both sides of Deerpath with ramps throughout the project.
- **Frequent Communication:** Regular updates to businesses and the community on project status and upcoming work.
- **On-Site Management:** A dedicated engineer on-site to oversee the contractor and ensure smooth project execution.
- **Project Updates:** Dedicated webpage with regular text/email notifications, social media, LF Now App, etc.
- **Signage & Maps:** Robust signage and maps to guide the community to businesses.

- **Parking Solutions:** Free parking available at multiple City lots; bus commuter lot converted to parking.

Micheal Thomas reviewed the key take aways.

- Advisory Committee helped developed Deerpath Streetscape plan to **increase pedestrian safety, renew infrastructure and increase plantings**
- **Road closures** are necessary to complete the project
- **Minimize impacts** as much as possible

Throughout and following the presentation the City Council and staff had lengthy discussion on both closure options to include, street closures, bank lane remaining one way, signage, resurfacing, cross walks, pedestrian access to stores, parking, ramps, bussing, material staging, business impacts, high level impacts to either option, staff recommendation of full closure, truck traffic challenges, employee parking, communications, pavers, maintenance and preservation of streetscape, street lighting, dust control, next steps, community outreach since 2016, resurfacing, signage, onsite management, tree species, Bank Lane remaining one way, acknowledgement that there are a lot of questions, that we don't have to answers to yet, what can be done for businesses impacted, traffic control, fencing, patron safety, and sightlines to summarize a few topics.

City Manager asked the City Council for their consensus on the closure options of block by block or full. The City Council consensus was full closure. He then reported to the Council that he has spoken with both Mayor Tack and Alderman Goshgarian they both are in favor of full closure. Next steps are business outreach and community education.

OTHER

Mayor Pro-Tem Notz read the item and introduced Catherine Czerniak, Director of Community Development

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

Catherine Czerniak, Director of Community Development noted that this Plan is two years behind the Deerpath Streetscape. She gave an overview of the Bank Lane Enhancement Plan; What and Why. The Process to Date; Ideas, Comments, Concerns. Concepts; Unifying & Recognizing Differences and next steps. Ms. Czerniak reported that a group was appointed to review the Central Business District and from that came the City's Central Business District Vision.

She then read the following " *Looking Forward, the vision is not to change the Central Business District into something different, something more akin to business districts in other communities, but instead, to enhance and preserve the historic character and architecturally significant buildings and **spaces**, and to maintain an environment in which businesses thrive and a place residents and visitors are drawn to again and again, for day to day needs, a special night out, to find that one of a kind gift, and to celebrate the community.*"

Ms. Czerniak reported that the vision was approved and directed the group to develop a plan. Looking at Bank Lane, it lends itself as a pedestrian corridor, and while implemented incrementally it is not feasible or necessary for properties to redevelop, rather recognize it as a unique pedestrian corridor. Each of the blocks of Bank Lane have been broken down into character zones. Ideas for unifying features include consistent lighting, intersection treatments, hardscape materials, landscaping, wider sidewalks, seat walls and gathering areas, undergrounding utilities, fewer curb cuts and public art. Simple, high quality, aligned with character. Additionally recognizing the uniqueness of each block, walkable, less walkable, service needs both public and private, on street parking, re-development potential, pedestrian connections east to west, street and sidewalk widths, planting areas, curbs and public property and public right of way.

Ms. Czerniak reported that the process to date included pop up events, numerous visioning sessions, and surveys with the Lakota Group have taken place, noting this feedback “Bank Lane has the opportunity to increase special moments of surprise” The visioning and feedback is ending, and Lakota is starting the final plan. The next steps include the HPC and the Plan Commission and then to City Council. The City Council had a discussion on Bank Lane remaining a one way and thanked Ms. Czerniak for her presentation.

ITEMS FOR OMNIBUS VOTE CONSIDERATION

- 1. 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**
- 3. 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)**
- 5. Approval to Renew Agreement for Enterprise Resource Management System Software Maintenance**
- 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.**
- 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.**
- 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**
- 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**

COUNCIL ACTION: Approve the nine (9) omnibus items as presented

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

Alderman Powers made a motion to approve the nine (9) Omnibus items as presented, seconded by Alderman Walther. The following voted “Aye”: Alderman Novit, Clemens, Notz, Powers, Weber, and Walther. The following voted “Nay”: none. 6-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 Pro-Tem Notz stated there would be no further business following the 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 specific Personnel.**

Alderman Weber made a motion to adjourn into executive session pursuant to 5 ILCS 120/2 (c)(1), The City Council will be discussing specific Personnel, seconded by Alderman Walther. The following voted "Aye": Alderman Novit, Clemens, Notz, Powers, Weber, and Walther. The following voted "Nay": none. 6-Ayes, 0-Nays, motion carried.

Adjournment into Executive Session at 8:25 pm.

Reconvened into Regular Session at 8:42 pm.

ADJOURNMENT

There being no further business Mayor Pro-Tem Notz asked for a motion to adjourn. Alderman Novit made a motion to adjourn, seconded by Alderman Powers. The motion was carried unanimously by voice vote at 8:43 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. Click on I Want To, then click on View, then choose Archived Meetings Videos.