

The City of Lake Forest
CITY COUNCIL MEETING
Proceedings of the Monday, September 16, 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 Notz, Alderman Powers, Alderman Goshgarina, Alderman LeVert, Alderman Weber, and Alderman Walther.

Absent: Alderman Clemens

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE was recited by all.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

Mayor Tack offered comments on the Deerpath & Route 41 landscaping, noting the work to make it another beautiful gateway to the City. He shared that Sunday, October 13 at 1pm the Ribbon cutting ceremony will take place at the Forest Park Beach Pathway Project noting it to be a remarkable testament of the Public Private Partnerships. Lastly, he reminded residents of the opportunity to meet with their Alderman at Coffee in the Park.

COMMENTS BY CITY MANAGER

1. Overview of City Membership in the Intergovernmental Personnel Benefit Cooperative (Item on Omnibus)

City Manager Wicha gave context and background of the City's potential membership in IBPC. He also stated that this recommendation comes from the Benefits Committee who were tasked with finding options that are user friendly and financially stable, he said tonight's recommendation comes with over one year of work by the committee. Mr. Wicha then introduced Amber Campbell, Director of HR who gave a high level overview of the Project Teams work along with the Benefit Committees work using an employee survey and other pain points identified by staff and survey responses.

The City Council had discussion on the effective date of January 1, 2025, open enrollment, Public Safety employees, retirees, and percentage of respondents to the survey.

City Manager Wicha thanked all staff who have participated on the Committee and the Project Team.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

Diane offered her gratitude to the Public Works and Sewer and Water employees who do their job so well. Ishwar Laxminarayan, Executive Director at the Lake Forest Library offered City Council members a copy of the book Remarkably Bright Creatures, noting that the author, Shelby Van Pelt will be at Gorton on Friday, November 1. Additionally, he invited the Council and community to check out book discussions, programs and workshops at the Library.

COMMITTEE REPORTS

PARKS & RECREATION BOARD

1. Approval of a Recommendation from the Parks & Recreation Board for the Northcroft Park Master Plan

Chuck Myers, Superintendent of Parks & Forestry stated the 2019 10-Year Strategic Master Plan, “Chart our Future”, recommended that the Parks and Recreation Department complete a master plan to reassess park use and available amenities at Northcroft Park. It is one of six neighborhood parks and is located in the far southern portion of the City. It is approximately 30 acres and contains a variety of recreation facilities including tennis courts, an asphalt walking path loop, turf fields for soccer and lacrosse, a playground, a picnic pavilion with restrooms and maintenance shop. The park is bordered by single- family residential to the north, west, and partially to the south. There is a regional bike trail and railroad along the east edge of the park and the Grove Cultural Campus is located just south of the park.

City staff created a working group comprised of staff members and two Parks & Recreation Board members to work with the Hitchcock Design team. City staff also made it a priority to give residents and park users an opportunity to be a part of the plan development and provide input in person at separate events and via online regarding the elements that they would like included in the plan.

City staff worked with Hitchcock Design to complete the design phase of the master plan that is now being presented for approval. Mr. Myers noted staff is not seeking financial funding for the master plan implementation at this time, as the master plan serves as a roadmap for the park's future management and enhancement, helping to prioritize projects in the capital improvement plan and ensuring that park improvements are both cost-effective and aligned with long-term objectives.

The City Council had discussion regarding pathways, pathways to bathrooms, water fountains, repurposing space, snow removal, pavilion rental, connection to Grove Cultural Campus, new design of first time in park options of disc golf and handball courts.

Mayor Tack asked if there was anyone from the public who would like to comment. Seeing none he asked for a motion.

COUNCIL ACTION: Approval of a Recommendation from the Parks & Recreation Board for the Northcroft Park Master Plan.

Alderman Novit made a motion to approve the recommendation from the Parks & Recreation Board for the Northcroft Park Master Plan, seconded by Alderman Weber. The following voted “Aye”: Alderman Novit, Notz, Powers, Goshgarian, LeVert, Weber, and Walther. The following voted “Nay”: none. 7-Ayes, 0-Nays, motion carried.

ITEMS FOR OMNIBUS VOTE CONSIDERATION

- 1. Approval of the September 3, 2024, City Council Meeting Minutes**
- 2. 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)**
- 3. Consideration of an Ordinance Authorizing City Membership in the Intergovernmental Personnel Benefit Cooperative (IPBC) effective January 1, 2025**

- 4. Approval of a Recommendation from the Public Works Committee of an Award of Bid for a Three-Year Fire Alarm Testing & Inspection Services Contract to TEC Electric in the Amount of \$50,269**
- 5. Approval of the Fourth Amendment to the Kemper Sports Management Agreement and as a result, approval of a stand-alone agreement for the Forest Park Beach Concessions Management**
- 6. Consideration of Ordinances Approving Recommendations from the Building Review Board for 370 S. Ridge Road, 890 W. Deerpath, 1965 Windridge Drive, and 24 Washington Circle. (First Reading and if Desired by the City Council, Final Approval)**
- 7. Consideration of Ordinances Approving Recommendations from the Zoning Board of Appeals for 130 Niles Avenue and 390 N. Green Bay Road. (First Reading, and if Desired by the City Council, Final Approval)**

COUNCIL ACTION: Approve the seven (7) 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 LeVert made a motion to approve the seven (7) Omnibus items as presented, seconded by Alderman Powers. The following voted "Aye": Alderman Novit, Notz, Powers, Goshgarian, LeVert, Weber, and Walther. The following voted "Nay": none. 7-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

- 1. Consideration of a Recommendation from Staff to Authorize the City Manager to Enter into a Professional Services Contract with Cordogan Clark and Associates in the Amount of \$1,506,660, with a 3.5% Contingency for a Total of \$1,556,660 for Design, Construction Drawings, and Cost Estimating Services to Support the Adaptive Reuse of the 1925 Field Court Office Building for the City's Future Police Station.**

City Manager Wicha introduced Kevin Zelk, Deputy Chief of Police. Mr. Zelk reported that this is the next phase in the Police Department Project. He gave a review of where the project started, where we currently are and what's next. He reviewed some details of the RFP that included design, construction, and cost estimates.

Jim Lockefer, Assistant Director of Public Works gave a detailed overview of the RFP, the RFP process, the outcomes of the RFP process.

City Manager Wicha stated what is happening with this project is consistent with City processes. He stated that he has created an advisory group of citizen volunteers who have a balanced knowledge of the City, budgets, and architects who can give input on various aspects of the project. He thanked all the members of the internal project team.

The City Council had lengthy discussion on timeline of 8-10 months before final design and project bids would go out. Data points on Cordogan Clark such as partnering with McClaren, Wilson & Lawrie, Inc., (“MWL”), a firm recognized nationally for expertise in public safety and forensic science. The expertise offered by this firm is included in the Cordogan Clark bid amount. These two firms have a long history of successful collaboration. And Cordogan Clark’s cost proposal falls in the mid-range of the other bids received and was determined to be closely related to the expertise, experience, and overall value this group will bring to the project. Additionally, Cordogan Clark offers project management services. Those services are not included in the current proposal. As plans for building out the space evolve, and the focus turns to construction, staff will return to the City Council for further discussion of how best to oversee construction activity. Other comments included Cordogan Clarks fit and approach and their target based budgeting. The City Council had lengthy discussion around communications

City Manager Wicha stated that concurrent with the Police Department Project there will be a preliminary space needs and analysis done at the current PBS building to retrofit the Police Station for the Fire Department.

Mayor Tack asked if there was anyone from the public who would like to comment. Seeing none he asked for a motion.

COUNCIL ACTION: Authorize the City Manager to Enter into a Professional Services Contract with Cordogan Clark and Associates in the Amount of \$1,506,660, with a 3.5% Contingency for a Total of \$1,556,660 for Design, Construction Drawings, and Cost Estimating Services to Support the Adaptive Reuse of the 1925 Field Court Office Building for the City’s Future Police Station.

Alderman Goshgarian made a motion to authorize the City Manager to Enter into a Professional Services Contract with Cordogan Clark and Associates in the Amount of \$1,506,660, with a 3.5% Contingency for a Total of \$1,556,660 for Design, Construction Drawings, and Cost Estimating Services to Support the Adaptive Reuse of the 1925 Field Court Office Building for the City’s Future Police Station, seconded by Alderman Walther. The following voted “Aye”: Alderman Novit, Notz, Powers, Goshgarian, LeVert, Weber, and Walther. The following voted “Nay”: none. 7-Ayes, 0-Nays, motion carried.

2. Consideration of Providing Direction to City Staff to Draft a Zoning Code Amendment for Consideration by the Plan Commission Relating to the Telecommunications Wireless Overlay District. (by Motion)

Catherine Czerniak Director of Community Development gave an overview of the current code on wireless overlay district and previous amendments made to it noting the Code does not identify a permitted location for telecommunications towers or antennas in or near the Waukegan Road/Settler’s Square Business District in the 4th Ward.

Ms. Czerniak went on to say in order to facilitate ongoing discussions with telecommunication providers and tower building companies about improved wireless service in the 4th Ward, the City Council is asked to consider providing direction to City staff and the Plan Commission to initiate consideration of a Zoning Code amendment. She emphasized this would *start* the discussion, no amendment has been drafted at this time pending Council direction to do so. She stated in recent discussions, wireless service providers and representatives of tower building companies have expressed interest in enhancing facilities in this area to improve service with a particular focus on the possibility of erecting a tower in the City owned train station parking lot. While those discussions are continuing, the City has the opportunity to lay the groundwork for improved service by considering, and if determined to be appropriate after a public discussion, enacting a Code amendment. Having the amendment in place will provide certainty on location, tower/antenna type,

height, and screening requirements. This advance work will position the City well for continued discussions with service providers.

Ms. Czerniak stated if the City Council so directs, the following will occur:

- Staff will prepare a preliminary draft of a Code amendment as a starting point for the Plan Commission's discussion.
- The draft will be scheduled for a public hearing and discussion at an upcoming Plan Commission meeting.
- After Plan Commission deliberations are completed, the Commission's recommendation will be forwarded to the City Council for final action: approval, denial, or remand back to the Commission for further work.
- If approved, the Code amendment will be incorporated into the Zoning Code and will facilitate discussions around improved wireless service in the 4th Ward.

The City Council had discussion on adequate coverage, current limitations, Plan Commission parameters, tower types and locations in addition potential revenue from a lease agreement. They also discussed other carriers upgrading their equipment. If directed the Plan Commission could begin work on this as soon as October 9.

Mayor Tack asked if there was anyone from the public who would like to comment. Seeing none he asked for a motion.

COUNCIL ACTION: Consideration of Providing Direction to City Staff to Draft an Amendment to the City's Zoning Code for Consideration by the Plan Commission Relating to the Wireless Overlay District.

Alderman Powers made a motion directing City Staff to draft an Amendment to the City's Zoning Code for Consideration by the Plan Commission Relating to the Wireless Overlay District, seconded by Alderman Weber. The motion carried via voice vote with Alderman LeVert abstaining from the voice vote.

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS
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ADJOURNMENT

There being no further business Mayor Tack asked for a motion to adjourn. Alderman Weber made a motion to adjourn, seconded by Alderman Powers. The motion was carried unanimously by voice vote at 7:58 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.