

The City of Lake Forest
CITY COUNCIL MEETING MINUTES
Proceedings of the Monday, November 4, 2024 6:30 pm
City Council Meeting – City Council Chambers
220 E Deerpath, Lake Forest, IL 60045

NOTE: The Ragdale tour was postponed

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: none

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE was recited by all.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

COMMENTS BY CITY MANAGER

A. Community Spotlights

- **Lake Forest Lake Bluff History Center**
 - **Carol Summerfield, Executive Director**

City Manager Wicha welcomed Carol Summerfield, Executive Director at the Lake Forest Lake Bluff History Center. Ms. Summerfield gave a presentation on an upcoming exhibit *Returning Home From War Vet's Experiences from WWI to Today* at the History Center. The Exhibit opens November 8. Ms. Summerfield also reported that Lectures begin Thursday, November 14 at 7pm with Captain Jim Hawkins with the topic "A Veterans Perspective on Transitioning to the Workforce. Lastly, she reported that The City of Lake Forest has had a resident in every war since the Civil War.

- **Youth Conservation Corps**
 - **Beth Pierson, Manager, Strategic Partnerships for the Youth Conservation Corps.**

City Manager Wicha welcomed Beth Pierson of Youth Conservation Corps who reviewed their Mission Statement and introduced Jennifer Yonanne the Executive Director of the Youth Build Program. She shared the long history in Lake County, including GED/high school diploma program, Industry-recognized certifications, Life Skills, Leadership Development, Community Service, Career readiness, Placement and Leadership Development. And YCC impact – cycle of empowerment.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

COMMITTEE REPORTS

AUDIT COMMITTEE

1. Audit Committee Report and Presentation of the Fiscal Year 2024 Annual Comprehensive Financial Report

Mark Dillon, Audit Committee Chair reported on Financial Reporting Achievements that include the following: Certificate of Achievement in Finance Reporting

- Awarded by Government Finance Officers Association (GFOA)
- 45th Consecutive Year (Fiscal Y/E 2023)
- Award for 2023 Popular Annual Financial Report
 - Awarded by GFOA
 - 3rd Time Received
- Distinguished Budget Presentation Award
 - Awarded by GFOA for FY25 Annual Budget
 - 9th Time Received

Chairman Dillon reported on the Baker Tilly Audit Opinion that included Financial Statements presented fairly in all material respects (i.e. "Clean"), No significant deficiencies or material weaknesses identified, on budget for time and costs as per our letter agreement, 2nd year for increased Finance team member participation due as a result of succession planning initiatives, and no Management Letter Issues (none received in past 9 Years)

Additionally, he reported that committee improvements projected would be City Foundations and cyber security risks.

The City Council had discussion on emerging risks on various Foundations.

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

COUNCIL ACTION: Receipt of the audit report for the fiscal year ended April 30, 2024

Mayor Tack asked for a motion. Alderman Weber made a motion to acknowledge receipt of the audit report for the fiscal year ended April 30, 2024, seconded by Alderman Novit. The motion was carried unanimously by voice vote

PUBLIC WORKS COMMITTEE

- 1. Approval of a Recommendation from the Public Works Committee to Award a Five Year Contract (FY2025 through FY29) to United Meters, Inc. for the Water Meter Replacement Project, Utilizing Neptune Solid State Meters Sourced through Ferguson for a cost of \$5,693,575, and Approve an Agreement with Strand Associates, Inc. for Construction Engineering Services in the Amount of \$181,425 with a 2% Project Contingency in the Amount of \$125,000 for a Total Project Cost of \$6,000,000**

Dan Martin, Superintendent of Public Works and Brian Hackman with Strand and Associates gave an overview of this item that included approval of the bid for the Automated Meter Infrastructure (AMI) Project to United Meters, Inc. This contract includes the installation of Neptune solid-state meters, sourced through Ferguson, the manufacturer's representative. The project award is based on the acceptance of the computed unit price bid, with a total budgeted cost of up to \$5,693,575 over fiscal years 2025 through 2029. Additionally, approval is requested for an agreement with Strand Associates, Inc. to provide construction engineering services for the project. The agreement is for \$181,425, also spanning FY2025 through FY2029. Additionally, noting

transitioning to a AMI system offers substantial improvements in efficiency and service. AMI provides near real-time water usage data, enabling both the City and customers to monitor consumption more effectively. It allows customers to access a web-based portal to track their water usage, set up alerts for high usage or potential leaks, and make informed decisions about water conservation. Additionally, AMI integrates with existing leak detection equipment, streamlining operations, reducing water loss, and improving the accuracy of billing and record-keeping. These benefits contribute to greater operational efficiency and enhanced customer service.

At the November 7, 2023, Finance Committee Capital Budget Meeting, staff was directed to extend the water meter replacement project from two or three years to five years in order to better distribute future capital costs and manage long-term financial impacts. By spreading the replacement over five years, the City will avoid significant future strains on the Water Fund as meters reach the end of their useful life. An average of approximately 1,240 meters will be replaced each year, with priority given to the oldest meters that are either failing or showing signs of imminent failure.

The bid opening for the meter installation took place on October 1, 2024, and the City received one bid from United Meters, Inc. (UMI). United Meters, Inc. has a long-established presence in the industry and was previously awarded the City's meter installation contract in 2004 and performed favorably.

The City Council had discussion on over installation schedule, weather dependent installation, water loss, existing policies, the mobile app for mutual accountability, portal set up, non-ionizing energy, same as Com Ed uses for meter reading, the City will use a total of 8 antennas.

Mayor Tack asked if anyone from the public would like to comment.

Diane thanked the City for newer technology and asked about RF energy.

Mayor Tack asked if anyone else from the public would like to comment. Seeing none, he asked for a motion.

COUNCIL ACTION: Approval of a Recommendation from the Public Works Committee to Award a Five Year Contract (FY2025 through FY29) to United Meters, Inc. for the Water Meter Replacement Project, Utilizing Neptune Solid State Meters Sourced through Ferguson for a cost of \$5,693,575, and Approve an Agreement with Strand Associates, Inc. for Construction Engineering Services in the Amount of \$181,425 with a 2% Project Contingency in the Amount of \$125,000 for a Total Project Cost of \$6,000,000

Alderman Notz made a motion of approval of a Recommendation from the Public Works Committee to Award a Five Year Contract (FY2025 through FY29) to United Meters, Inc. for the Water Meter Replacement Project, Utilizing Neptune Solid State Meters Sourced through Ferguson for a cost of \$5,693,575, and Approve an Agreement with Strand Associates, Inc. for Construction Engineering Services in the Amount of \$181,425 with a 2% Project Contingency in the Amount of \$125,000 for a Total Project Cost of \$6,000,000, seconded by Alderman Clemens. 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.

- 2. Award of the Low Bid for the Ahwahnee Road Area Storm Sewer Improvements Project to DiMeo Brothers., Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$3,294,990 and a 10% Contingency in the Amount of \$329,499 for a Total Project Cost of \$3,624,489**

Mike Thomas, Director of Public Works presented this item. He summarized project need, background information and current status to say the construction scope includes storm-sewer replacement and upsizing, curb and gutter replacement, full-depth resurfacing, ADA improvements, and necessary golf course

restoration. These improvements will help reduce recurring flooding (10yr storm) on Ahwahnee Lane/Road and reduce overland-flow on the Deerpath Golf Course from the detention pond to the Skokie River.

The tentative schedule is work starting at the Golf Course after 1/6/25 with a 4/1/25 substantial completion. Work on the upstream storm sewer along Ahwahnee Road/Lane will start tentatively after 3/18/25 with a 7/19/25 substantial completion. A letter will be sent to residents within the limits of the project two weeks prior to start of construction. The City's website, under "Construction Updates", will also provide details on the construction schedule.

The City Council had discussion on traffic, the project, the new strategic Plan, stormwater management, resident input.

Mayor Tack asked if anyone else from the public would like to comment. Seeing none, he asked for a motion.

COUNCIL ACTION: Award of the Low Bid for the Ahwahnee Road Area Storm Sewer Improvements Project to DiMeo Brothers., Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$3,294,990 and a 10% Contingency in the Amount of \$329,499 for a Total Project Cost of \$3,624,489

Alderman Walther made a motion to approve Award of the Low Bid for the Ahwahnee Road Area Storm Sewer Improvements Project to DiMeo Brothers., Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$3,294,990 and a 10% Contingency in the Amount of \$329,499 for a Total Project Cost of \$3,624,489, seconded by Alderman Goshgarian. 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.

ITEMS FOR OMNIBUS VOTE CONSIDERATION

- 1. Approval of the October 7, 2024, City Council Meeting Minutes**
- 2. Approval of the Check Register for the Period of September 28th – October 25, 2024**
- 3. Determination of a Non-Binding Estimate of the Amount of Revenue to be Generated from Property Taxes for the 2024 Calendar Year and Establishment of December 2, 2024 as a Public Hearing Date (if required) in Accordance with the Truth in Taxation Statute**
- 4. Approval of Veeam Backup and Recovery software solution and Exagrid hardware with 3-year maintenance from Heartland Business Systems in the amount of \$66,935.**
- 5. Approval to Waive the Bid Process and Authorize the City Manager to enter into an agreement with Havey Communications for new squad car upfitting and squad car realignment equipment and services for \$106,752.60 plus a 3% contingency for a total of \$109,955.18.**
- 6. Authorization of a contractual agreement for Recreation Department Pickleball Instruction in the amount of \$84,367.**
- 7. Approval to Waive the Bid Process and Approve a Purchase of a Replacement Streets Section Truck in the Amount of \$120,000 and the Trade-In of the Current 2005 Streets Section Truck as Surplus Property in the amount of \$10,000 to Kunes Auto Group**

8. **Approval of a Public Works Committee Recommendation to Waive Competitive Bid Requirements and Authorize the City Manager to Execute an Advanced Materials Contract for the Deerpath Streetscape Project with Coldspring in the amount of \$337,550**
9. **Approval of a Public Works Committee Recommendation to Approve a Change Order for Additional Phase II Design Engineering Services to Thomas Engineering Group for the Deerpath Streetscape Project in the Amount of \$29,925**
10. **Consideration of an Ordinance Approving a Recommendation from the Building Review Board for 270 Majestic Oak Court. (First Reading and if Desired by the City Council, Final Approval)**
11. **Consideration of a Recommendation from the Plan Commission in Support of Tentative Plat Approval for a 4-Lot Subdivision, Saunders Place. (Approval by Motion)**
12. **Consideration of a Special Use Permit Amendment, Donation Agreement, Maintenance Agreement, and Third Amendment to Operating Agreement Associated With a Land Donation from the Lansing Family to the City of Lake Forest to Complete the Garden at the Ragdale Campus, 1230, 1260, and 1271 N. Green Bay Road. (Approval by Motion and if Desired by the City Council, Waive First Reading and Grant Final Approval of an Ordinance.)**

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 Powers made a motion to approve the twelve (12) Omnibus items as presented, seconded by Alderman LeVert. 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 specific 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 specific personnel, 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.

1. EXECUTIVE SESSION

Adjournment into Executive Session 7:42 pm.

Reconvene into Regular Session 8:10 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 Powers. The motion was carried unanimously by voice vote at 8:11 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.