

The City of Lake Forest  
CITY COUNCIL MEETING MINUTES  
*Proceedings of the Monday, November 18, 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: none

**CALL TO ORDER AND ROLL CALL**

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

**REPORTS OF CITY OFFICERS**

**COMMENTS BY MAYOR**

Mayor Tack gave opening remarks related to the Plan Commission meeting on telecom connectivity, noting the conclusions and recommendations of the Commission did not provide an effective pathway to achieve the goal to improve and uniform telecom connectivity throughout the community. Mayor Tack asked the Council to table the recommendation for 120 days and directed engagement of an independent consultant to address the issues. This matter will be returning upon receipt of the consultant's report.

**COMMENTS BY CITY MANAGER**

**A. Department Spotlight**  
- **Communications and Community Engagement, Dana Olson**

City Manager Wicha stated that the community survey identified communications as a priority and in response the City centralized staff, he then introduced Director Olson. She gave an overview of how data and analytics are used in communications. She noted that a website refresh is coming in early 2025.

The City Council had discussion on social media platforms and the demographics of those who took the community survey.

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

Lexee Rascia gave her opinion of creating an advisory committee to work on the cell tower.

**COMMITTEE REPORTS**

**FINANCE COMMITTEE**

**1. Consideration of an Ordinance Restating and Reaffirming Ordinance No. 2013-070 (Debt Self-Limiting Ordinance -First Reading)**

Elizabeth Holleb, Finance Director reviewed the history of the ordinance. She stated the capital improvements levy is deposited annually into the Capital Improvements Fund and is a primary funding source of the Five-Year CIP. Most expenditures included in this plan are ongoing and recurring expenditures, such as street

resurfacing, capital equipment replacement and facility maintenance. Therefore, the City Council Finance Committee recently discussed a change to include this levy with other ongoing expenses such as General Fund, Parks and Recreation Fund and Library operations, as well as mandated pension contributions. This change would result in the 2004 Debt Levy cap (as adjusted annually) to be impacted only by debt service to be paid from the property tax levy.

The proposed Ordinance would allow for the financing associated with the new police facility project. The proposed 2024 tax levy includes the addition of \$500,000 to begin phasing in the debt service of an anticipated bond issue to finance improvements to the City-owned property at 1925 Field Court.

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

**COUNCIL ACTION: Grant first reading of an Ordinance Restating and Reaffirming Ordinance No. 2013-070**

Alderman Weber made a motion to Grant first reading of an Ordinance Restating and Reaffirming Ordinance No. 2013-070, 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. Consideration of an Ordinance Establishing the 2024 Tax Levy (First Reading)**

Elizabeth Holleb, Finance Director noted that the proposed tax levy for 2024 reflects a 4.67% increase over the 2023 tax levy extensions for the City and Library operating funds and City pension and debt service funds. This increase is comprised of the 3.40% property tax cap increase on Parks/Recreation and Library levies; debt service bond levies as previously approved by City Council bond Ordinances, subject to abatement for debt paid by alternate revenue sources; an increase in the Capital Improvements levy of \$500,000 to begin phase in of debt service related to the police facility project; increases attributable to new construction; and increases in General Fund and IMRF pension levy of 2.00%. Police and Fire pension costs are determined by an independent actuarial valuation and recommendation by the Pension Subcommittee. The average increase to existing residents (\$800,000 home) is projected to be \$168 or 4.03%.

She reviewed a summary of the proposed levy as shown below - noting that School District #67 levy amounts are not yet available and will be included for final reading on December 2. The school district amounts are estimates and subject to final approval by the School District Board.

<b>FUND</b>	<b>Proposed 2024 LEVY</b>	<b>2023 Extension</b>	<b>\$ CHANGE</b>	<b>% CHANGE</b>
City General	\$ 16,710,325	\$ 15,905,865	\$ 804,460	5.06%
Pension Funds	7,241,472	7,076,505	164,967	2.33%
Parks and Recreation	6,455,563	6,518,608	(63,045)	-0.97%
Recreation & Parks/Specific Purpose	125,000	125,000	0	0.00%
Special Recreation	572,234	553,418	18,816	3.40%
Capital Improvements	2,100,000	1,542,169	557,831	36.17%
Library	4,684,908	4,502,965	181,943	4.04%
Library sites	495,961	479,653	16,308	3.40%
PTAB/CE Recapture	0	144,688	(144,688)	-100.00%
Bond Funds	3,106,050	2,790,191	315,859	11.32%
<b>TOTAL TAX LEVY - CITY</b>	<b>\$ 41,491,513</b>	<b>\$ 39,639,062</b>	<b>\$ 1,852,451</b>	<b>4.67%</b>

**Ordinance (exclude Bond Funds) \$38,385,463**

The City Council thanked Ms. Holleb and her team for all their work and recognized the median update.

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

**COUNCIL ACTION: Grant first reading of an Ordinance Establishing the 2024 Tax Levy**

Alderman Novit made a motion to Grant first reading of an Ordinance Establishing the 2024 Tax Levy, seconded by Alderman Walther. 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.

**3. Approval of Ordinances Abating 2024 Tax Levies for Various G.O. Alternate Revenue Bond Issues (First Reading)**

Elizabeth Holleb, Finance Director gave a brief overview of the proposed ordinances for the abatement (reduction) of 2024 property taxes levied for the various outstanding general obligation alternate revenue bond issues. The tax levies for all bond issues are established and recorded with the County Clerk at the time the bonds are issued. And to continue to reduce the 2024 bond tax levies, an abatement ordinance must be approved and filed with the County Clerk no later than March 1, 2025. The abatement of these general obligation alternate revenue bonds is possible due to the fact these bond funds have an adequate revenue source from water sales and/or TIF increment. Therefore, the general obligation tax levy can be abated as was planned at the time the bonds were issued. The table below gives an overview of the bonds.

**2024 Debt Service Levy and Abatements**

	Levy per County	TIF	Water	Net Levy
2015	638,175.00	(362,937.50)		275,237.50
2017	782,727.50		(782,727.50)	0.00
2019	825,962.50			825,962.50
2021	732,100.00			732,100.00
2023	1,272,750.00			1,272,750.00
	4,251,715.00	(362,937.50)	(782,727.50)	3,106,050.00
1% L/C	4,294,232.15			3,137,110.50

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

**COUNCIL ACTION: Grant first reading of the Ordinances Abating 2024 Tax Levies for various general obligation bond issues.**

Alderman Powers made a motion to Grant first reading of the Ordinances Abating 2024 Tax Levies for various general obligation bond issues, 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.

**4. Consideration of an Ordinance approving a Fee Schedule and Ordinance Adopting a New Fee Related to Liquor Licenses (First Reading)**

Diane Hall, Assistant Finance Director gave a brief overview of the process and the recommended changes. She reported that the Annual revenue for the new and increased fees is estimated to be \$363 in the General Fund, \$15,933 in the Parks and Recreation Fund, \$54,038 in the Golf Course Fund and \$211,734 in the Water Utility Fund.

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

**COUNCIL ACTION: Grant first reading of an Ordinance approving a fee schedule and Ordinance adopting a new fee related to liquor licenses.**

Alderman Walther made a motion to Grant first reading of an Ordinance approving a fee schedule and Ordinance adopting a new fee related to liquor licenses, 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.

**PARKS & RECREATION AND PUBLIC WORKS COMMITTEE**

**1. Approval of a Recommendation from the Parks & Recreation Board and the Public Works Committee to Award the West Park Tennis Court Reconstruction Project to Obsidian Asphalt Paving and Authorize the City Manager to Execute an Agreement in the Amount of \$447,410 to Include a 10% Contingency in the Amount of \$44,590 for a Total Cost of \$492,000.**

Chuck Myers, Superintendent of Parks & Forestry reported the courts will be in the same location on the site but will be extended slightly to the north and to the east to obtain the proper dimensions. The design included two material approaches for the base surface of the courts - asphalt and an alternate for post-tension concrete. The design with specifications for asphalt and alternatively with concrete was done to allow staff to better evaluate the pros and cons of both products and provide costs for both. Asphalt was ultimately chosen. Mr. Myers noted reconstruction of the courts will include removal of asphalt surface and fencing, examination of the base materials for suitability and replacement as necessary, installation of new drainage system, realignment and expansion of courts to meet USTA standards, application of a new surface, installation of new net posts, application of acrylic color surface and lines, fence replacement and new practice wall. additionally, resurfacing with acrylic top surfacing is recommended every five years and staff has scheduled this in the City's CIP.

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

**COUNCIL ACTION: Approval of a Recommendation from the Parks & Recreation Board and the Public Works Committee to Award the West Park Tennis Court Reconstruction Project to Obsidian Asphalt Paving and Authorize the City Manager to Execute an Agreement in the Amount of \$447,410 to Include a 10% Contingency in the Amount of \$44,590 for a Total Cost of \$492,000**

Alderman Notz made a motion to Grant Approval of a Recommendation from the Parks & Recreation Board and the Public Works Committee to Award the West Park Tennis Court Reconstruction Project to Obsidian Asphalt Paving and Authorize the City Manager to Execute an Agreement in the Amount of \$447,410 to Include a 10% Contingency in the Amount of \$44,590 for a Total Cost of \$492,000, seconded by Alderman Walther. 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 November 4, 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 The Women’s Board of Northwestern Lake Forest Hospital, The Guild of the Church of St. Mary and Lake Forest College Athletics (Approval by Motion)**
- 3. Approval of a One Year Contract with American Printing Technologies for Processing Vehicle Licenses and Parking Permits in an Amount Not to Exceed \$44,000**
- 4. Approval to authorize the City Manager to Award a Contract for Tree Pruning for FY2025 to Advanced Tree Care for an Amount Not to Exceed \$77,000.**
- 5. Ratify the purchase of five used vehicles for the Police Department and make exception to the Bidding Process and Authorize the City Manager to enter into an agreement with Havey Communications for vehicle lighting and equipment not to exceed \$40,136**

**COUNCIL ACTION: Approve the five (5) 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 Weber made a motion to approve the five (5) Omnibus items as presented, 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.

*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**

- 1. Approval of a Resolution for a Joint Funding Agreement for Federally Funded Construction with the State of Illinois Department of Transportation for Construction of the Deerpath Streetscape Project, Section Number 19-00093-00-SW, for a Local Match of at least \$1,484,676 and Authorize the City Manager to Execute Required Agreements and Additional Paperwork as Required by IDOT Related to Work on This Project**

Byron Kutz, P.E., Superintendent of Engineering reported that approval of an IDOT resolution for a Joint Funding Agreement is necessary for federally funded construction for the Deerpath Streetscape. In addition, he stated that staff requests authority to execute required IDOT agreements and any other paperwork for this project.

He went on to say approval of the Joint funding agreement is required to proceed with the state bidding on January 17, 2025. And any costs above the available federal funds in general would be local capital funds. The City received federal funding for the Deerpath Streetscape project via Illinois Transportation Enhancement Project (ITEP) funding. The Phase II design is wrapping up with the project currently scheduled to be bid by the State in January of 2025. Execution of the Joint Funding Agreement is required now to allow the State to bid

out the project since the project is utilizing federal funds, as well as confirming the City's financial commitment to the City's local match.

Mr. Kutz stated construction of this project will be partially funded by the Illinois Transportation Enhancement Project (ITEP) funding with the remaining balance to be funded by local capital funds and local water-sewer fund. The City submitted for an ITEP grant and was notified in April 2023 of an award of \$2,068,748. The local match represented in the title of this item must match the last accepted project cost-form to IDOT which was accepted earlier this year. The total project amount submitted to Lake Forest Finance as part of the CIP process on October 11 although has been adjusted and inflated as necessary above the last cost-form submitted to IDOT. The current estimated total streetscape construction cost excluding watermain and construction engineering (as will be awarded separately locally) is shown at \$4,400,000 (\$2,335,000 Local Capital Fund) which includes several items not reflected in the most recent accepted IDOT cost-form (cost adjustments and inflation). Actual costs will not be known until after the January 17, 2025 State Bidding. Any costs above the available federal funds in general would be local capital funds. The State will pay for the construction work and will invoice the City for the City's share of the project.

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

**COUNCIL ACTION: Approval of a Resolution for a Joint Funding Agreement for Federally Funded Construction with the State of Illinois Department of Transportation for Construction of the Deerpath Streetscape Project, Section Number 19-00093-00-SW, for a Local Match of at least \$1,484,676 and Authorize the City Manager to Execute Required Agreements and Additional Paperwork as Required by IDOT Related to Work on This Project**

Alderman Weber made a motion to approve the five (5) Omnibus items as presented, 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.

## **7. NEW BUSINESS**

- 1. Consideration of a Recommendation from the Plan Commission of an amendment to Section 159.154, Personal Wireless Service Facilities Overlay District, of the City Code to designate a site or sites for telecommunications facilities such as cell towers, monopoles, and antennas in the vicinity of Waukegan and Everett Roads for the purpose of improving wireless service in the Waukegan Road Business District and more broadly in the 4<sup>th</sup> Ward.**

The City Council tabled this matter until further due diligence is completed in response to questions, concerns, and comments raised to date.

Alderman Walther made a motion to table this item for 120 days, seconded by Alderman Weber. The following voted "Aye": Alderman Novit, Clemens, Notz, Powers, Goshgarian, Weber and Walther. The following abstained: Alderman LeVert. The following voted "Nay": none. 7-Ayes, 1-abstention, 0-Nays, motion carried.

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

City Council invited the community to the annual tree lighting from 3-6 pm.

## **ADJOURNMENT**

*Proceedings of the Monday, November 18, 2024  
City Council Meeting*

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 7:31 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.*