

The City of Lake Forest
CITY COUNCIL MEETING
Proceedings of Monday, September 15, 2025
City Council Meeting – City Council Chambers
220 E Deerpath, Lake Forest, IL 60045

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

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

PLEDGE OF ALLEGIANCE was recited by all those present.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

Mayor Tack read the Resolution of Appreciation. Photos were taken.

A. Resolution Honoring the 150th Anniversary of the Church of St. Mary

COUNCIL ACTION: Approve the resolution of Appreciation.

Alderman Weber made a motion to approve the Resolution of Appreciation, seconded by Alderman Powers. The motion passed unanimously by voice vote.

COMMENTS BY CITY MANAGER

A. Community Spotlight
- **Open Lands**
- **Ryan London, President & CEO**

Mr. London gave a broad overview of programming, upcoming programs, and Community Supported Conservation. In addition, the annual Native Tree & Shrub Sale, Bagpipes and Bonfire, and shared a concept plan for the Bluff and Shoreline Restoration at the Jean and John Greene Nature Preserve.

B. Deerpath Streetscape Project- Monthly Update
- **Byron Kutz, Engineering Superintendent**

Byron Kutz, Engineering Superintendent, shared a video and reviewed recent work that has been completed. A review of upcoming work that included the Oakwood Intersection Closure: September 15-28, pavement grinding this week, parkway brick installation, pouring of remaining sidewalk, masonry wall by Rosati's, light pole installation, irrigation and the City has received 5 Business Grant Applicants. He then reported on the Bank Lane enhancements that include the majority of work during the day, most disruptive work at night, and pedestrians shifted back to sidewalks. Expected later this week or next: remaining cobble curb, concrete base course, brick roadway installation and completion of masonry wall to follow.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

Diane offered the Council her opinion on Lake Forest Day adjustment, coffee in the park, and the new bicycle path.

COMMITTEE REPORTS

ITEMS FOR OMNIBUS VOTE CONSIDERATION

- 1. Approval of the July 21, August 4, 2025, City Council Meeting Minutes and Tuesday, September 2, 2025, City Council Workshop Minutes**
- 2. Approval of the Check Register for the Period of July 19 – August 31, 2025**
- 3. Appointment of an Authorized Agent for the Illinois Municipal Retirement Fund (IMRF)**
- 4. Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with Holding the Raffles in the City of Lake Forest for the Northwestern Medicine Lake Forest Health & Fitness (Approval by Motion)**
- 5. Consideration of an Ordinance Extending a Food Scrap Curbside Composting Service Franchise Agreement Between the City of Lake Forest and WasteNot Composting, Inc. (First Reading and if Desired by the City Council, Final Approval)**
- 6. Authorize the Office of the City Manager to Enter into a Two-Year Extended Term Power Supply Agreement with MC-Squared Energy Services, LLC.**
- 7. Consideration of Approval to Renew Agreement for Enterprise Resource Management System Software Maintenance**
- 8. Consideration of a Resolution of Authorization for an OSLAD Grant Program project at South Park.**
- 9. Approval of a Purchase of Two Replacement Police Department Vehicles to Karl Chevrolet in the Amount of \$111,000**
- 10. Approval of a Purchase of a Replacement Water and Sewer Section, Medium-Sized Utility Truck to CIT Trucks (Chassis) in the Amount of \$61,878 and Lindco Equipment Sales (Hook Lift and Crane) in the Amount of \$84,722 for a Grand Total Cost of \$146,600**
- 11. Consideration of an Ordinance Approving a Recommendation from the Historic Preservation Commission in Support of Granting a Building Scale Variance for a Mudroom Addition and Covered Walkway at 920 Church Road. (First Reading and if Desired by the City Council, Final Approval)**
- 12. Consideration of Ordinances Approving Recommendations from the Zoning Board of Appeals for 920 Church Road, 927 Cherokee Road and 375 E. Westminster. (First Reading, and if Desired by the City Council, Final Approval)**
- 13. Consideration of a Waiver of Fees for Plan Review and Permits for the Lake Forest Library Courtyard Restoration Project at 360 E. Deerpath, in the Amount of \$13,580.00. (Approval by Motion)**

14. Consideration of an Ordinance Amending the Code Provisions Relating to Utility Facilities in the Public Rights of Way. (Waive First Reading and Grant Final Approval)

CITY COUNCIL ACTION Approve the fourteen (14) omnibus items as presented.

Mayor Tack asked if anyone would like an item removed or taken separately. Seeing none, he asked for a motion.

Alderman Notz made a motion to approve the fourteen (14) Omnibus items as presented, seconded by Alderman Bothfeld. The following voted "Aye": Aldermen Novit, Clemens, Notz, Powers, LeVert, Bothfeld, 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

1. Consideration of an Administrative Directive Establishing Parameters for Temporary Installations by Private Parties on the Greensward in Market Square. (By Motion)

Catherine Czerniak, Director of Community Development, stated that the Council is being asked to consider an Administrative Directive for the purpose of establishing parameters for temporary installations of structures by private individuals or groups in the Greensward, a public space in Market Square. The goals of the directive help to ensure that the Greensward remains welcoming, unobstructed, and safe for public use. That the vegetation and hardscape in the Greensward are protected and preserved, and that all requests are evaluated based on a consistent set of parameters. In summary, the parameters establish a review process and place limitations on size, installation methods, and duration.

The City Council had discussions on various aspects of use, City-sponsored events, and the time frame. There was consensus among the Council to modify the time of use to 8 hours, including set up and tear down, and to not book more than 1 year in advance, and to no longer than 9 pm.

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

COUNCIL ACTION: If desired by the Council, approve a motion in support of the Administrative Directive Establishing Parameters for Temporary Installations by Private Parties on the Greensward in Market Square with amendments.

Alderman Clemens made a motion in support of the Administrative Directive Establishing Parameters for Temporary Installations by Private Parties on the Greensward in Market Square with amendments, seconded by Alderman Walther. The following voted "Aye": Aldermen Novit, Clemens, Notz, Powers, LeVert, Bothfeld, Weber, and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried

2. Award of Bid to Efraim Carlson Construction Inc. for the Waveland Park Pavilion Project in the Amount of \$1,277,500 to Include a 5% Contingency in the amount of \$65,000, for a Grand Total Cost of \$1,342,500

Jim Lockfeer, Assistant Director of Public Works gave a brief overview of the project. He reported that since the last meeting, staff had contacted the low bidder to meet on pricing, and it resulted that Mag Construction was unable to honor their original bid pricing, as noted in the table above, and they indicated they would not be able to begin construction until spring 2026. City staff then engaged with Efraim Carlson Construction, the subsequent and apparent low-bid firm. Efraim Carlson Construction confirmed they could honor their bid pricing with no cost increases and are available to begin construction immediately this fall. Efraim Carlson Construction has extensive experience with municipal building projects.

City Council had a lengthy discussion on the cost estimation, project scope, the building footprint, grading, and the site's topography. The use of savings from other projects and fiscal responsibility.

The Mayor asked if there was anyone from the public who would like to comment.

Diane offered the Council her opinion on construction materials and cost.

COUNCIL ACTION: Award of Bid to Efraim Carlson Construction Inc. for the Waveland Park Pavilion Project in the Amount of \$1,277,500 to Include a 5% Contingency in the amount of \$65,000, for a Grand Total Cost of \$1,342,500.

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS
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1. EXECUTIVE SESSION

Mayor Tack asked for a motion to adjourn into EXECUTIVE SESSION pursuant to 5 ILCS 120/2 (c) (5), Purchase or lease of real property for the use of the public body, and 5ILCS 120/2 (c) (11) Pending Litigation

Alderman Weber made a motion to adjourn into EXECUTIVE SESSION pursuant to 5 ILCS 120/2 (c) (5), Purchase or lease of real property for the use of the public body, and 5ILCS 120/2 (c) (11) Pending Litigation, seconded by Alderman Walthers. The following voted "Aye": Aldermen Novit, Clemens, Notz, Powers, LeVert, Bothfeld, Weber, and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

Adjournment into Executive Session at 8:04 pm

Reconvene into Regular Session 9:06 pm

ADJOURNMENT

There being no further business, Mayor Tack asked for a motion to adjourn. Alderman LeVert made a motion to adjourn, seconded by Alderman Powers. Motion carried unanimously by voice vote at 9:07 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.