

**THE CITY OF LAKE FOREST
CITY COUNCIL AGENDA**

Monday, March 3, 2025
220 E. Deerpath
Lake Forest, IL 60045

CALL TO ORDER AND ROLL CALL

6:30pm

Honorable Mayor, Stanford R. Tack

Nancy Novit, Alderman First Ward

Ara Goshgarian, Alderman Third Ward

Peter Clemens, Alderman First Ward

Alice LeVert, Alderman Third Ward

Edward U. Notz, Jr., Alderman Second Ward

Eileen Looby Weber, Alderman Fourth Ward

John Powers, Alderman Second Ward

Richard Walther, Alderman Fourth Ward

PLEDGE OF ALLEGIANCE

REPORTS OF CITY OFFICERS

1. COMMENTS BY MAYOR

2. COMMENTS BY CITY MANAGER

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

- B. New Police Station Status Update**
 - **John Burke, Chief of Police**

3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

4. COMMITTEE REPORTS

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. Approval of the February 18, 2025 City Council Meeting Minutes

A copy of the minutes can be found beginning on **page 5**

COUNCIL ACTION: Approval of the February 18, 2025, City Council Meeting Minutes

2. Approval of the Check Register for the Period of January 18 – February 14, 2025

STAFF CONTACT: *James Scott, Staff Accountant (847-810-3618)*

BACKGROUND/DISCUSSION: City Code Section 38.02 sets forth payment procedures of the City. The Director of Finance is to prepare a monthly summary of all warrants to be drawn on

the City treasury for the payment of all sums due from the City (including all warrants relating to payroll and invoice payments) by fund and shall prepare a detailed list of invoice payments which denotes the person to whom the warrant is payable. The warrant list detail of invoice payments shall be presented for review to the Chairperson of the City Council Finance Committee for review and recommendation. All items on the warrant list detail recommended for payment by the Finance Committee Chairperson shall be presented in summary form to the City Council for approval or ratification. Any member of the City Council shall, upon request to the City Manager or Director of Finance, receive a copy of the warrant list detail as recommended by the Finance Committee Chairperson. The City Council may approve the warrant list as so recommended by the Finance Committee Chairperson by a concurrence of the majority of the City Council as recorded through a roll call vote.

The Council action requested is to ratify the payments as summarized below. The associated payroll and invoice payments have been released during the check register period noted.

Following is the summary of warrants as recommended by the Finance Committee Chairperson:

Check Register for January 18 - February 14, 2025

	Fund	Invoice	Payroll	Total
101	General	832,530	1,901,076	2,733,606
501	Water & Sewer	56,183	267,853	324,036
220	Parks & Recreation	102,869	434,381	537,250
311	Capital Improvements	218,022		218,022
202	Motor Fuel Tax	265,169		265,169
230	Cemetery	8,228	47,326	55,554
210	Senior Resources	6,690	38,349	45,039
510	Deerpath Golf Course	919	2,630	3,550
601	Fleet	36,295	72,896	109,191
416 - 434	Debt Funds			0
248	Housing Trust			0
201	Park & Public Land			0
	All other Funds	701,229	223,518	924,747
		\$2,228,134	\$2,988,028	\$5,216,162

Included in the subtotal denoted as "All other Funds" is \$252,828 in Medical and Dental plan expenditures.

COUNCIL ACTION: Approval of the Check Register for the Period of January 18 – February 14, 2025.

3. Authorization to Dispose of City Property to the Highest Bidder, via GovDeals.com, for the Sale of the 2010 Cat Skid Steer in the Amount of \$22,800.

STAFF CONTACT: *Jim Lockfefer, Assistant Director of Public Works (810-3542)*

PURPOSE AND ACTION REQUESTED: City staff is requesting City Council authorization to dispose of surplus equipment. Per Administrative Directive 3-2, any item that has a current value of \$4,000 or more requires City Council approval to sell. The highest bid received via GovDeals.com was in the amount of \$22,800.

BACKGROUND/DISCUSSION: On February 5, 2025, City staff initiated the auction of the former 2010 Streets Section Cat skid steer on GovDeals.com. The skid steer has since been replaced after City Council approved a replacement purchase at the July 15, 2024, City Council meeting. The new replacement skid steer is currently in operating service which led staff to seek the sale of the 2010 skid steer via this competitive public auction process.

GovDeals provides a public platform for government agencies, allowing them to sell surplus and confiscated items online. City staff has previously utilized the GovDeals platform in selling Fire Department equipment. These past experiences in utilizing GovDeals has been very positive.

BUDGET/FISCAL IMPACT: On February 19, 2025, the auction process closed and in total, 60 bids were received. The high bid received was in the amount of \$22,800.

Per Section 3.10 of Administrative Directive 3-2, all revenues received from the sale of this truck will be credited to the Capital Fund from which the skid steer was purchased and carried in inventory.

COUNCIL ACTION: Authorization to Dispose of City Property to the Highest Bidder, via GovDeals.com, for the Sale of the 2010 Cat Skid Steer in the Amount of \$22,800.

COUNCIL ACTION: Approve the three (3) omnibus items as presented

6. OLD BUSINESS

7. NEW BUSINESS

8. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS

9. ADJOURNMENT

A copy of the Decision Making Parameters is included with this agenda following this page.

Office of the City Manager

February 26, 2025

The City of Lake Forest is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are required to contact City Manager Jason Wicha, at (847) 234-2600 promptly to allow the City to make reasonable accommodations for those persons.



THE CITY OF LAKE FOREST

DECISION-MAKING PARAMETERS FOR CITY COUNCIL, AND APPOINTED BOARDS & COMMISSIONS

Adopted June 18, 2018

The City of Lake Forest Mission Statement:

“Be the best-managed, fiscally-responsible and appealing community and promote a community spirit of trust, respect and citizen involvement.”

The Lake Forest City Council, with the advice and recommendations of its appointed advisory Boards and Commissions, Lake Forest Citizens, and City Staff, is responsible for policy formulation and approval. Implementation of adopted strategy, policy, budgets, and other directives of Council is the responsibility of City Staff, led by the City Manager and Senior Staff. The Mayor and Aldermen, and appointed members of Boards and Commissions should address matters in a timely, deliberate, objective and process-driven manner, making decisions guided by the City of Lake Forest Strategic and Comprehensive Plans, the City’s Codes, policies and procedures, and the following parameters:

- Motions and votes should comprise what is in the best long-term interests of all Lake Forest citizens, measured in decades, being mindful of proven precedents and new precedents that may be created.
- All points of view should be listened to and considered in making decisions with the long-term benefit to Lake Forest’s general public welfare being the highest priority.
- Funding decisions should support effectiveness and economy in providing services and programs, while mindful of the number of citizens benefitting from such expenditures.
- New initiatives should be quantified, qualified, and evaluated for their long-term merit and overall fiscal impact and other consequences to the community.
- Decision makers should be proactive and timely in addressing strategic planning initiatives, external forces not under control of the City, and other opportunities and challenges to the community.

Community trust in, and support of, government is fostered by maintaining the integrity of these decision-making parameters.

The City of Lake Forest’s Decision-Making Parameters shall be reviewed by the City Council on an annual basis and shall be included on all agendas of the City Council and Boards and Commissions.

The City of Lake Forest
CITY COUNCIL MEETING
Proceedings of the Tuesday, February 18, 2025
City Council Meeting - City Council Chambers
220 E. Deerpath, Lake Forest, IL 60045

CALL TO ORDER AND ROLL CALL AT 6:30

Members

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, Alderman Notz, Alderman Powers, Alderman Goshgarina, Alderman LeVert, Alderman Weber and Alderman Walther.

Absent: Alderman Novit.

PLEDGE OF ALLEGIANCE

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

Mayor Tack reported that Moody's has once again reaffirmed the City's Aaa bond rating, reflecting our strong financial position. In their report, Moody's Benchmarking data shows that Lake Forest compares favorably to other Aaa-rated communities across the country. The city has made significant progress in reducing long-term pension liabilities over the past few years. From 2021 to 2024, the adjusted net pension liability has dropped by roughly \$75 million, thanks to accelerated pension contributions and strong market returns. Mayor Tack recognized former Aldermen Tim Newman, George Pandaleon, and Jed Morris as champions for changing the City's pension funding model. As we regularly discuss, those decisions are saving future Lake Forest taxpayers tens of millions of dollars.

The Mayor then reported that there is another chance to Chat with the Chiefs for those who missed it, on Tuesday from 8-9:30 at Hometown Coffee & Juice.

COMMENTS BY CITY MANAGER

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

COMMITTEE REPORTS

1. 1. Approval of a Recommendation from the Public Works Committee to Award a Phase III Professional Design Services Agreement for the Deerpath Streetscape Project to Thomas Engineering Group in the Amount of \$435,000 plus 5% Contingency in the Amount \$22,000 for a Total of \$457,000

Jim Lockerfeer, Assistant Public Works Director, reported on the phase III services and the RFP process. He noted that phase III services include construction inspection & observation, construction documentation, extensive community outreach, and construction project closeout. And the

FY26 budget of \$475,000 was local funds. Additionally, he stated the staff team utilized specific criteria to review proposals. Project understanding and familiarity with the City of Lake Forest and the Central Business District. Experience and qualifications of the firm and Cost. Lastly, he reported staff unanimously recommended Thomas Engineering, who has significant project understanding to include the desired extensive resident/business communications approach. Qualifications of their Phase III team feature key staff with large streetscape project experience, and proposed and included accurate total project manhours that align with staff's expectations.

The City Council discussed why staff recommended the higher bid and synergies around the firm. This is a local project, not related to IDOT, hours on site, and how the billing for those hours works, and minimizing the overall time frame of the project.

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

Alderman Notz made a motion to accept a recommendation from the Public Works Committee to Award a Phase III Professional Design Services Agreement for the Deerpath Streetscape Project to Thomas Engineering Group in the Amount of \$435,000 plus 5% Contingency in the Amount \$22,000 for a Total of \$457,000, seconded by Alderman Walther. The following voted "Aye": Alderman Clemens, 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 February 3, 2025 City Council Meeting Minutes**

- 2. Approval of Resolution Required to Amend Authorized Signers for eConnectDirect Account through Multi-Bank Securities.**

- 3. Approve a One-Year Extension to an Existing Contract with Vogue Printers for Dialogue Newsletter Printing Services in the amount of \$26,076 and a 5.0% contingency in the amount of \$1,304 for a grand total of \$27,380.**

4. **Approval of Design Engineering Services for the Green Bay Road Watermain and the Basswood Road Watermain Replacement Projects to the Thomas Engineering Group, and Authorize the City Manager to Execute an Agreement in the Amount of \$50,016 to Include a 5% Contingency in the Amount of \$2,501 for a Total Cost of \$52,517**

5. **Award of the Low Bid for the 2025 Inflow and Infiltration Repairs to Visu-Sewer, LLC., and Authorize the City Manager to Execute an Agreement in the Amount of \$261,170 as well as Approving a 5% Contingency in the Amount of \$13,059 for a Total Cost of \$274,229**

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 Powers made a motion to approve the five (5) Omnibus items as presented, seconded by Alderman Weber. The following voted "Aye": Alderman Clemens, 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

1. **Consideration of an Ordinance Amending the Lake Forest City Code Regarding Corkage Fees (Second reading and if appropriate final approval)**

Mayor Tack reviewed the suggested changes with the Council.

The City Council had discussion on posting the fee and enforcement.

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

Alderman Weber made a motion to approve an Ordinance Amending the Lake Forest City Code Regarding Corkage Fees, seconded by Alderman Walther. The following voted "Aye": Alderman Clemens, Notz, Powers, Goshgarian, LeVert, Weber and Walther. The following voted "Nay": none. 7-Ayes, 0-Nays, motion carried.

NEW BUSINESS

1. **Consideration of a Naming Rights and Recognition Policy for City Owned Amenities and Public Spaces**

George Issakoo, Assistant City Manager, gave detailed background information on this item, including significant generous philanthropic contributions. He reviewed the purpose of the policy to include; establishing procedures for recognizing contributions through naming or renaming of City-owned amenities, honoring philanthropy while respecting the City's values and traditions, ensuring a consistent process for associating names with public assets, and importantly, serving the long-term interests of the community. He reviewed the categories and the approval processes. Additionally, he highlighted the restrictions and limitations, which included Naming Rights cannot serve as advertisements.

The City Council discussed use of logo and company name, noting that this policy does not allow for those uses, current plaques, and replacement costs, and how mindful and thoughtfully written the draft policy is.

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

Alderman Goshgarian made a motion to Approval of Naming Rights and Recognition Policy for City Owned Amenities and Public Spaces, seconded by Alderman Walther. The following voted "Aye": Alderman Clemens, Notz, Powers, Goshgarian, LeVert, Weber and Walther. The following voted "Nay": none. 7-Ayes, 0-Nays, motion carried.

ADDITIONAL ITEMS FOR DISCUSSION/COMMENTS BY COUNCIL MEMBERS

Alderman Goshgarian commented on the incredible staff the City of Lake Forest has and gave kudos to Stuart Cox and all those who plow for the City.

ADJOURNMENT

There being no further business, Mayor Tack asked for a motion to adjourn. Alderman Goshgarian made a motion to adjourn, seconded by Alderman Weber. The motion was carried unanimously by voice vote at 7:25 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.