

The City of Lake Forest  
CITY COUNCIL MEETING  
***Proceedings of Monday, October 20, 2025***  
City Council Meeting – City Council Chambers  
220 E Deerpath, Lake Forest, IL 60045

**CALL TO ORDER AND ROLL CALL:** Mayor for a Day, Margot McCampbell, and Mayor Tack called the meeting to order at 7:03 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.

Absent: None

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

**REPORTS OF CITY OFFICERS**

**COMMENTS BY MAYOR**

Mayor Tack read the resolution and presented it; photos were taken.

**A. Resolution Honoring the 125<sup>th</sup> Anniversary of the First Baptist Church**

**COUNCIL ACTION: Approve the Resolution.**

Alderman Bothfeld made a motion to approve the Resolution, seconded by Alderman LeVert. The motion passed unanimously by voice vote.

Mayor Tack read the resolution and presented it; photos were taken.

**B. Resolution of Appreciation for Retired Deputy Fire Chief, Michael Gallo**

**COUNCIL ACTION: Approve the Resolution of Appreciation.**

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

**COMMENTS BY CITY MANAGER**

City Manager Jason Wicha introduced the item, and Michael Thomas, Director of Public Works

**A. Boil Order Response Summary**

Mr. Thomas gave a detailed overview of what caused the boil order. The actual pipes were on display; he then shared the details of the subsequent main break and reduced water tower water levels. He detailed the rules that the IEPA sets out for boil orders. He stated that staff will continue working to understand the “why” of the break. He noted there are future projects coming in the spring with Lake Bluff, and the possibility of using new tech to identify areas of weakness.

Dana Olson, Communications Manager, gave a detailed overview of the communications shared in regard to the boil order. Analytics were shared showing there was an increase in sign-ups to reverse 911 in the City. She reviewed lessons learned and next steps to be prepared in the future.

The City Council discussed how to reach people, which included notifying the churches in town, messages on incoming calls to the City, educating businesses on what a boil order means, asking staff how many staff hours were spent on this project, and lining the water pipes in the same way we line the sewer pipes. City Manager Wicha stated that water mains will be on the Capital workshop agenda coming up in November.

**B. Strategic Plan Update**  
**- Dana Olson, Director of Communications and Community Engagement**

City Manager Jason Wicha introduced the item and stated it has been 1 year since adoption, noting the Strategic Plan is one way Lake Forest demonstrates long-term planning and resource allocation across the City.

Dana Olson gave an overview of how we got to the Strategic Plan. Katie Skibbe shared initiatives that generated savings, showing Fiscal Stewardship at the core. Michael Thomas shared completed and upcoming work under the Infrastructure of City Facilities. Kevin Zelk shared several safety initiatives, and Andy Rick reported on a New Fire Facility coming under Public Safety. Mike Wick reported on many positive outcomes under Recreation and Community Well-being. Catherine Czerniak noted that all priorities of the Strategic Plan are intrinsically linked as she reported on Visual Character and Development and Business and Economic Vitality, while Dana Olson reported on Community Engagement initiatives.

The City Council had a discussion on the success of the Plan and Education & Communications. Mayor Tack paused and offered his appreciation to all the City Staff who worked to achieve this outcome. City Manager Wicha thanked the Council for its leadership.

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

Byron Kutz, Engineering Superintendent, reported that this will be his last update to the City Council and shared a video and reviewed recent work that has been completed. A review of upcoming work was detailed, along with expectations that Deerpath will be open on October 31. He reported that the ribbon-cutting will take place on Saturday, November 8.

The City Council recognized Bernard Pondexter for his dedication to this project.

<b>OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL</b>
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Diane offered the Council her appreciation of City staff.

<b>COMMITTEE REPORTS</b>
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**FINANCE COMMITTEE**

**1. GFOA Triple Crown Award Presentation and Distinguished Budget Presentation Award**

Finance Committee Chair, Alderman Weber, noted the City has earned the GFOA Financial Reporting Award for 46 consecutive years, the GFOA Budget Presentation Award for 10 straight years, and the GFOA PAFR award for 4 consecutive years. And according to the US Census Bureau, there are more than 90,000 units of government in the US. Only 354 units of government in the United States currently hold "GFOA Triple Crown" recognition.

Members of the Finance Department were presented with the award, and photos were taken.

## **2. Acknowledge Receipt of the FY2025 Treasurer's Report**

James Scott, Staff Accountant, reported that pursuant to Illinois Statute, a Treasurer's Report must be filed with the City Clerk, the County Clerk, and published in a Lake Forest newspaper within six months after the end of each fiscal year. The report will be published in the October 23, 2025, edition of the Lake Forester.

### **COUNCIL ACTION: Acknowledge receipt of the FY2025 Treasurer's Report**

Mayor Tack asked for a motion to acknowledge the FY2025 Treasurer's Report. Alderman Weber made a motion, seconded by Alderman Notz. Motion carried unanimously by voice vote.

## **3. Consideration of an Ordinance Restating and Reaffirming Ordinance No. 2024-045 (Self-Limiting Ordinance-First Reading)**

Katie Skibbe, Finance Director, reported that this is the first reading of the ordinance. Proposed changes to the ordinance would allow the city to assume annual growth of up to 3% per year. If the assumed annual growth of 3% or less exceeds actual growth, the city would still be authorized to levy the amount necessary to pay the principal and interest on all bonds subject to the debt cap.

The City Council had a discussion on the estimate of inflation being at 3%.

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 an Ordinance Restating and Reaffirming Ordinance No. 2024-045 (Self-Limiting Ordinance First Reading)**

Alderman Weber made a motion to approve an Ordinance Restating and Reaffirming Ordinance No. 2024-045 (Self-Limiting Ordinance First Reading), seconded by Alderman Powers. 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.

## **ENVIRONMENTAL SUSTAINABILITY COMMITTEE**

### **1. Consideration of a proposal to amend City Code Section 135.108(C) titled "Noise, Generally."**

Keri Kaup, Assistant to the City Manager, reported that the Environmental Sustainability Committee is requesting City Council direction regarding a proposal to amend section 135.108(C) of the City Code to limit the allowable hours for lawn maintenance equipment noise. She reviewed the history of the ordinance related to lawn maintenance equipment.

Ms. Kaup researched comparable communities' landscaping noise hours both on weekdays and weekends. Start and end times vary among the ten comparable communities, with the majority being 7:00 am to 7:00 pm on weekdays, 9:00 am to 5:00 or 6:00 pm on Saturdays, and prohibited on Sundays and holidays. Based on the research, the Environmental Sustainability Committee unanimously agreed they would support shortening the hours for lawn maintenance equipment use by commercial contractors.

The City Council had a discussion that included the following topics: the length of time the ESC has been discussing this topic, compliments to the process, does this include snowblowers, communication strategy, including lawn mowers, robotic mower, who and what pieces of equipment are exempt.

Mayor Tack asked if there was anyone who would like to comment on this item. Seeing none, he noted that there is a consensus of the Council to move forward with the City Code amendment.

**COUNCIL ACTION: Provide direction to the Environmental Sustainability Committee regarding a proposal to amend the City Code, Section 135.108(C), titled "Noise, Generally."**

The City Council arrived at a consensus to have a draft ordinance presented at a future meeting with the suggested changes as recommended by the ESC.

**ITEMS FOR OMNIBUS VOTE CONSIDERATION**

- 1. Approval of Monday, October 6, 2025 City Council Meeting Minutes**
- 2. Approval of the Purchase of a 2 Year Agreement for Additional Microsoft Entra Security Suite Licensing from Dell Marketing L.P. Based on State of Illinois Contract in the Amount of \$81,933.**
- 3. Waive the Bidding Process and Authorize the Office of the City Manager to enter into a Contract for Tuckpointing Services on the Barrell Memorial Arch and Gate at the Lake Forest Cemetery to Berglund Construction in an amount not to exceed \$50,000.**
- 4. Authorization to Dispose of City Property to the Highest Bidder, Dustin Spence, for the Sale of the 1998 Volvo / McNeilus Rear load packer in the Amount of \$4,100**

**CITY COUNCIL ACTION Approve the four (4) 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 Powers made a motion to approve the four (4) Omnibus items as presented, seconded by Alderman Clemens. 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**

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

Mayor Tack noted that there will be no further business following the executive session.

Mayor Tack 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.

**1. EXECUTIVE SESSION**

Alderman Walther 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":

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 8:57 p.m.**

**Reconvene into Regular Session 9:05 p.m.**

<b>ADJOURNMENT</b>
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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 9:06 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.*