

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

Monday, April 20, 2026
220 E. Deerpath
Lake Forest, IL 60045

CALL TO ORDER AND ROLL CALL immediately following the Finance Committee meeting at 6:30 pm.

Honorable Mayor, Stanford R. Tack

Nancy Novit, Alderman First Ward

Alice LeVert, Alderman Third Ward

Peter Clemens, Alderman First Ward

Nick Bothfeld, 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. Design Services Agreement for Water Distribution System Analysis Overview
 - Jim Lockefer, Assistant Director of Public Works

3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

4. COMMITTEE REPORTS

CIVIC BEAUTIFICATION COMMITTEE

- 1. Civic Beautification Committee Report
 - Chairman, Alderman Weber

FINANCE COMMITTEE

- 1. Approval of the Comprehensive Fiscal Plan for FY2027

*PRESENTED BY: Eileen Weber, Finance Committee Chairman
Staff Contact: Katie Skibbe, Finance Director (847-810-3612)*

PURPOSE AND ACTION REQUESTED: Staff requests approval of the Comprehensive Fiscal Plan for Fiscal Year 2027 (May 1, 2026 to April 30, 2027).

BACKGROUND/DISCUSSION: The City Council Finance Committee has reviewed various components of the Comprehensive Fiscal Plan for FY2027 at several public meetings over the past seven months. The Comprehensive Fiscal Plan includes the annual operating and capital budget for FY27 but also incorporates other financial-related aspects including the Strategic Plan, financial policies, five-year capital improvement program, five-year financial forecasting, debt obligations, pay plan and personnel. The proposed Comprehensive Fiscal Plan is presented for final approval this evening. The document has been provided to the City Council under separate cover and was made available on the City’s web site on April 9, 2026.

Minor changes have been made to the budget figures since the March 9 Finance Committee meeting, including the following:

- Compensation adjustments associated with the FY27 Pay Plan are now reflected within the operating department budgets for all funds,
- Adjustments to water capital planning to include a Water Distribution System Study,
- FY26 year-end estimates have been reviewed and revised.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council Finance Committee	3/9/26	Operating Budget Workshop
City Council Finance Committee	1/20/26	Capital Budget Update
City Council	12/1/25	Adoption of Tax Levy; Fees
City Council	11/17/25	First Reading – Tax Levy; Fees
City Council Finance Committee	11/10/25	Capital Budget Workshop; Review of Tax Levy and Fees
City Council Finance Committee	10/20/25	Fiscal Policy; Tax Levy Estimate

BUDGET/FISCAL IMPACT: The proposed revenues for FY2027 total \$125.6 million compared to total expenditures of \$130.5 million. The proposed plan is balanced with all operating expenditures fully covered by current operating revenues. The difference between revenues and expenditures is attributable to planned capital investments across the Capital Improvement, Motor Fuel, Cemetery, and Water and Sewer Capital funds. These expenditures will be funded from reserves held in excess of established fund balance policy minimums, keeping the plan in full compliance with the City Council’s Fiscal Policy.

COUNCIL ACTION: Approval of the Comprehensive Fiscal Plan for Fiscal Year 2027

2. **Approval of an additional FY26 Transfer out of the General Fund as directed by the City Council in the Amount of \$6.85 Million to Partially Fund the Police Station Project and One-Time Expenditures.**

PRESENTED BY: *Katie Skibbe, Finance Director (847-810-3612)*

PURPOSE AND ACTION REQUESTED: Staff requests City Council approval of an additional transfer of \$6.85 million from the General Fund due to higher than projected operating surpluses in Fiscal Year 2025 and 2026. Of these funds, \$2.64 million completes the City Council's committed \$6 million transfer to reduce debt service on the Police Station project. The specific use of the remaining funds will be determined at a later date by City Council. City Council direction is needed on which funds should receive the additional transfer.

BACKGROUND/DISCUSSION: The General Fund is used to account for the majority of personnel and operating costs of the City. The City strives to transfer operating budget surpluses in the General Fund to the Capital Improvements Fund to supplement the City's Five-Year Capital Improvement Program or to other funds to support one-time funding needs. In previous years, the City Council elected to increase General Fund reserves in order to insulate the City against potential budget impacts of the State's fiscal crisis. With General Fund reserves well above the City's minimum threshold (35% of revenue plus accrued vacation/sick liability), the City Council has taken action to incorporate the following provision in its City Council Fiscal Policy (language adopted in FY19):

Unassigned fund balances should be equal to no less than 35% of non-pass through operating revenues for the General Fund plus accrued sick and vacation leave. In recent years, the City Council has intentionally accumulated excess General Fund balance reserves to mitigate potential impacts of the State of Illinois fiscal crisis (ie. loss of State-shared revenue or imposition of property tax limitations). Recognizing that General Fund reserves as of 4/30/18 are sufficient to address State impacts, the FY19 operating surplus of the General Fund was transferred to the Capital Improvement Fund. Until further revision to the City Council Fiscal Policy is approved, the City may allocate future General Fund operating surpluses at fiscal year-end to one-time funding needs as determined annually by the City Council. The City will seek to maintain General Fund reserves at 70% of revenues.

As part of the Police Station financing, City Council committed to utilizing \$6 million of reserves to reduce the debt service on the project and reduce property tax impacts. Of the \$6 million, \$3.36 million was included as a budgeted transfer in the FY2026 Budget. Staff is now asking for approval to transfer the remaining \$2.64 million to the Capital Improvements Fund to finish the transfer.

Additionally, staff has analyzed year-end projections for 2026 and the final results for the 2025 fiscal year. Based on these numbers, staff project that an additional transfer of \$4.2 million can be made in FY26 to maintain the fund balance target (70% of revenue) as of 4/30/26. Part of

this additional transfer is due to robust interest income and sales tax revenue in FY26. The remaining amount is due to expenses at year end that are less than the projections submitted by departments during the FY26 budget development.

With General Fund reserves healthy, the additional funds could be used for a variety of one-time purposes. Staff is recommending that the City Council transfer the additional surplus to the Capital Improvements Fund. The proposed transfer would make additional funds available for the City Council’s consideration of future capital expenditures to be reviewed in November 2026.

Conservative Budgeting Approach and Sources of Surplus

Historically, the City has opted to take a conservative approach in making revenue and expenditure budget projections. This has resulted in operating surpluses exceeding budget forecasts in most years. This approach has been very helpful in reducing the City’s dependency on debt financing for capital and other one-time expenses. Each year, the City Council has the opportunity to transfer General Fund operating surpluses to target the highest priority needs.

Outlook for Future Year-End Surpluses

The City of Lake Forest has had a long-standing practice of budgeting conservatively, which makes an operating surplus at year-end more likely. Primary revenue assumptions are determined as part of the budget development. Personnel costs account for nearly 75% of annual General Fund expenses and the City budgets for full employment. Natural turnover in employment results in expenditure savings each year.

BUDGET/FISCAL IMPACT: The recommended action would result in \$6.85 million being transferred from the General Fund to the Capital Improvements Fund to support the renovation of the Police Station and one-time expenses as directed by the City Council at a future date.

FY2026 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
General Fund	n/a	\$6,850,000	N

The transfer is not budgeted and does not necessitate a supplemental appropriation ordinance. It will be funded from one-time revenue, revenues exceeding budget projections, and expenditure savings in FY2025 and FY2026.

COUNCIL ACTION: Approval of a FY26 Transfer out of the General Fund as directed by the City Council in the Amount of \$6.85 Million to Partially Fund the Police Station and One-Time Expenditures.

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION



1. Approval of April 6, 2026, City Council Meeting Minutes

A copy of the minutes can be found beginning on **page 23**

COUNCIL ACTION: Approval of April 6, 2026 City Council Meeting Minutes



2. Approval of an Arbor Day Proclamation

A copy of the proclamation can be found on **page 26**.

COUNCIL ACTION: Approval of an Arbor Day Proclamation



3. Consideration of an amendment to Ordinance 2026-06, Exhibit B only, of Chapter 78 of the City Code related to Parking and Loading Schedules. (First Reading and if Desired by the City Council, Final Approval)

STAFF CONTACT: *Keri Kaup, Assistant to the City Manager (847-810-3677)*

PURPOSE AND ACTION REQUESTED: At the February 17, 2026 meeting, City Council approved staff recommendations for modifications to parking in the Central Business District and granted final reading of the ordinance amendments. Through the implementation process, staff was made aware of an overnight parking zone that was inadvertently removed. Staff is requesting this overnight parking zone be readded.

BACKGROUND/DISCUSSION: After the February 17, 2026 City Council meeting, staff began the implementation phase of the parking program. As residents and businesses became aware of the proposed changes, they alerted staff to the removal of the overnight parking zone in the Quarta Lot. There is currently a small section of overnight parking in the southwest corner of the lot that accommodates residents in the apartment building south of the lot. Several residents of the building are elderly or utilize accessible parking and would have extreme difficulty walking to and from the overnight parking zones in the Oakwood Lot or the Westminster Lot. Staff is seeking Council approval to maintain overnight parking in the Quarta Lot. The overnight parking zone would remain in the southwest corner of the lot and be made up of eight (8) parking spaces.

The draft code Exhibit B amendment and updated parking zone map are on **page 27** of the agenda packet.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	2/17/26	Granted final reading of ordinance amendments and parking zones

City Council	2/2/26	Grant first reading of ordinance amendments and approve all other recommendations
City Council	12/1/25	Review of initial recommendations and direction to staff for further modifications.
City Council	10/6/25	Review of community and business survey results and opportunity to provide feedback.

COUNCIL ACTION: Consideration of an amendment to Ordinance 2026-06, Exhibit B only, of Chapter 78 of the City Code related to Parking and Loading Schedules. (First Reading and if Desired by the City Council, Final Approval)



4. Approval of the FY2027 Personnel Policies and Practices, Administrative Directives, and Pay Plan

STAFF CONTACT: *Ben Roesler, Director of Human Resources (847-810-3532)*

PURPOSE AND ACTION REQUESTED: Staff requests City Council approval of the FY2027 (FY27) Personnel Policies and Practices, Administrative Directives, and the FY27 Pay Plan.

BACKGROUND/DISCUSSION: Each year, staff review personnel policies, directives, and the Pay Plan for compliance with law, consistency with City Code and collective bargaining agreements, and alignment with City operations. The FY27 updates make targeted improvements that support recruitment, retention, operational clarity, and administrative efficiency.

Pay Plan

The pay plan is shared with City Council as an informational part of the annual budget process in the budget book. The City Code authorizes the City Manager to fix all salaries or wages of City Employees not required to be fixed by City Council pursuant to ordinance. Subject to budgetary constraints, and pursuant to City Code, the City Manager may adjust the pay plan and create, consolidate, combine or eliminate offices, positions or units of the City organizational structure and shall apprise the City Council of such adjustments.

Personnel Policies and Practices

- **Holiday Bonus (Sec. 4.3):** Increased from \$160 to \$300.
- **Vacation Schedule (Sec. 5.1):** Corrects accrual tables to match actual hours-per-pay-period and annual totals; accrual rates themselves are unchanged.
- **Education/Training Policies (Sec. 9.12.0 / 9.12.1):** Consolidates and aligns the revised Administrative Directive 2-9; expands clarity on coursework, training eligibility, and reimbursement requirements.
- **Professional Development Travel (Sec. 9.12.1):** Removes past restrictions on personal travel for training reimbursement and defers to the existing travel reimbursement directive.

Administrative Directives

- **Directive 2-9 — Education/Training Reimbursement**
 - Annual December 31 pre-application requirement to support HR budget development.
 - IRS annual cap (currently \$5,250/year) and \$30,000 lifetime cap per employee.
 - Updated reimbursement structure (e.g., B or higher = 100%; C = 75%; Pass = 100%).
 - New requirements for training relevance, documentation, and supervisor approval.
 - Updated employee service commitment and prorated repayment rules.
- **Directive 2-31 — Employee Referral Bonus Program**
 - Formalizes a referral bonus program for non-union/non-public safety roles:
 - \$250 for temporary/seasonal/irregular positions
 - \$500 for regular full-time and part-time
 - Bonuses paid after successful probation or seasonal completion.
 - Requires referral identification on the applicant's initial application and HR notification within 7 days of hire.
- **Directive 2-14 — Additional Pay Administration**
 - Snow Program Pay: Clarifies intent of the snow program pay by including Cemetery personnel and Lead Maintenance Workers.
 - Police Supervisory Stipend: Adds up to \$100 per shift for special assignment pay (Commanders and Deputy Chiefs).
 - A/V Support Stipend: Establishes a \$150 per meeting stipend for non-exempt employees supporting public meeting recordings.
- **Directive 2-32 – Artificial Intelligence (AI) Usage (NEW)**
 - Provides guidance regarding appropriate use of AI in the workplace regarding protection of personally identifying information, validating accuracy, and maintaining human oversight
- **Directive 3-19 — A/V Support Stipend Program (NEW)**
 - Provides operational guidance for the A/V stipend **program noted above, including scheduling, FLSA considerations, and eligibility.**

BUDGET/FISCAL IMPACT

The FY27 Pay Plan ranges are incorporated into the FY27 Budget and do not require separate Council appropriation. Any personnel cost impact reflected in modified schedules (e.g., holiday stipend, snow stipends, A/V stipends, education/training reimbursement) have been budgeted.

COUNCIL ACTION: Approval of the FY27 Personnel Policies, Administrative Directives, and Pay Plan Changes.



5. Approval of a One-Year Contract for Recreation Department Program Busing Services to First Student, in the amount of \$116,504.00

STAFF CONTACT: *Anthony Anaszewicz, Athletics Program Manager (847-810-3945)*

PURPOSE AND ACTION REQUESTED: Staff recommends City Council approval of a one-year contract for Recreation Department program bus services to First Student in the amount of \$116,504.00

BACKGROUND/DISCUSSION: In accordance with the City’s purchasing policies and to minimize operational costs for Recreation Department programs, the bus transportation services were subjected to a formal bid process in February 2026.

The Parks & Recreation Department utilizes bus services throughout the year for summer camps and various other activities. The All Stars & Beyond Day Camp and McCormick Day Camp will provide morning and afternoon transportation for the convenience of residents. Staff plans to utilize five to six routes to accommodate the number of stops required by registration, with the flexibility to increase or decrease the number of buses based on actual registration and route durations. Furthermore, both camps, along with the TWIGS Day Camp, will utilize buses for shuttles to and from Forest Park Beach for swimming, as well as weekly field trips to various locations around the North Shore.

Other Recreation programs, including dance and squash, also utilize buses for transportation to competitions and performances throughout the year. Staff is also planning a new field trip for one of its preschool camps this summer.

Public notice soliciting bids was issued on February 13, 2026, with a bid opening date of February 27, 2026. This timeline was established to align with the summer camp planning schedule.

BUDGET/FISCAL IMPACT: Funding for camp programming is a Parks & Recreation Department program expense and is budgeted in the program’s annual operating budget. The cost of transportation is covered by fees associated with the various programs. The total amount requested may vary depending on registration numbers, which directly impact the number of buses required for services.

Staff received two bids, with pricing detailed in the table below. It is important to note that during the bid opening, staff were informed that First Student recently acquired Cook-Illinois, the parent company of the Recreation Department’s previous transportation provider, Northshore Transit.

Staff recommends awarding the one-year contract to First Student based on the lowest total bid price, positive reference checks, and their acquisition of Northshore Transit, which provided quality service in 2025.

COMPANY	Camp Routes	Camp Field Trips/Shuttles	Miscellaneous Recreation Programming	TOTAL
First Student	\$ 74,820.00	\$ 40,428.00	\$ 1,256.00	\$116,504.00
Alltown Bus Service	\$ 83,850.00	\$ 38,625.00	\$ 1,200.00	\$123,675.00

Has City staff obtained competitive pricing for proposed goods/services? **Yes**

Below is an estimated summary of the project budget:

FY2027 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Recreation Operating Budgets	\$102,200.00	\$116,504.00	Y

Bids were higher than expected due to rising bus driver wages and fluctuating fuel prices. The over-budget amount is expected to be covered by increased camp registration fees. Additionally, the number of buses used for routes and shuttles may be adjusted based on final registration numbers.

COUNCIL ACTION: Approval of a One-Year Contract for Recreation Department Program Busing Services to First Student, in the amount of \$116,504.00.



6. Approval of a Design Services Agreement to Strand Associates for the Water Distribution System Analysis in the Amount of \$229,500, to Include a 5% Contingency for a Grand Total Amount of \$241,000

STAFF CONTACT: *Jim Lockfeer, Assistant Director of Public Works*

PURPOSE AND ACTION REQUESTED: City staff requests award of a design services agreement to Strand Associates for the Water Distribution System Analysis in the amount of \$229,500, to include a 5% contingency for a grand total amount of \$241,000.

BACKGROUND: The City’s water system contains 166 miles of water main, the water plant, Waukegan and Westleigh Booster Station, and the Water Tower located at the Compost Center. All water system assets are funded through the Water Fund. The Water Fund is also responsible for funding all assets with the City’s sanitary sewer infrastructure, including sewer mains and lift stations. As an enterprise fund, the Water Fund is self-supported and fully funded through water and sewer rates, without reliance on general tax revenues. As such, the City places a strong emphasis on cost effective, data driven capital planning.

Over the past two years, the City has experienced a significant number of water main breaks, including failures on larger transmission mains. The intent of this Comprehensive Water Distribution System Analysis is for a professional design firm to identify the contributing physical and operational factors associated with these failures by analyzing the entire water distribution system.

Services outlined for this project include, but are not limited to, data gathering and evaluation, updating and calibrating the City’s water model, desktop system evaluation, prioritized capital improvement planning, recommendations and reporting, and numerous meetings with staff. Additionally, the selected firm will be expected to collaborate with City staff from multiple operating Sections within the Public Works Department. The approved firm will effectively utilize available system data and monitoring information to evaluate system performance under both typical and variable operating conditions.

The City intends to utilize the findings of this analysis to assist in its annual Capital Improvement Program planning and budgeting process. Recommendations will be practical, implementable, and prioritized to support both near term and long-term system reliability. The City anticipates receiving deliverables by September 2026,.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Finance Committee	3/9/26	Reviewed Water Distribution System Analysis Presentation
City Council	2/17/2026	Reviewed and Approved of an Ordinance Approving a Fee Schedule Adjusting Water Rates for FY2027
City Council	2/2/2026	Reviewed First Reading of Ordinance Approving a Fee Schedule Adjusting Water Rates for FY2027

BUDGET/FISCAL IMPACT: A Request for Proposal (RFP) was issued publicly on March 19, 2026. Proposals were due from firms on April 2, 2026. In total seven firms downloaded the City’s detailed RFP package. However, only firm submitted a proposal as outlined below.

Has competitive pricing been obtained for proposed goods/services? **Yes**

Company Name	Proposal Amount
Strand Associates	\$229,500

Staff did contact a few of the firms that downloaded the City’s detailed RFP package but chose not to submit. Generally, feedback from these firms related to their capacity to complete the project within the required timeframe as well as the firm’s overall capability to provide such an in-depth analysis.

Public Works staff reviewed the Strand Associates proposal in detail. The proposal was evaluated based on experience, similar project experience, and cost for services.

The basis for recommending Strand Associates is detailed below:

- Strand Associates is a full-service engineering firm with extensive water distribution design and study experience. Strand Associates has completed similar water distribution analyses for Lisle, Orland Park, River Forest, Niles, Lincolnshire, and Streamwood. The City has had a great deal of positive experience working with Strand Associates, including the design of the 2017 Water Plant Improvement Project.
- Strand Associates cost proposal was found to be both comprehensive and fairly priced. A detailed cost proposal was provided that included lump sum cost for each major project task and deliverable, as well as total staffing hours for each project team member. The total proposal amount is well within the City’s identified budget amount, as outlined below.

FY2027 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Water Fund 508-6003-435.35-10	\$375,000	\$241,000	Y

COUNCIL ACTION: Approval of a Design Services Agreement to Strand Associates for the Water Distribution System Analysis in the Amount of \$229,500, to Include a 5% Contingency for a Grand Total Amount of \$241,000



7. Approval of Structural Engineering Services for the 2026 Supplemental Bridge Inspections to Wiss, Janney, Elstner Associates, Inc., and Authorize the City Manager to Enter Into an Agreement in an Amount Not to Exceed \$59,800

STAFF CONTACT: *Byron Kutz, P.E., Superintendent of Engineering (810-3555)*

PURPOSE AND ACTION REQUESTED: The Public Works Committee and City staff are requesting approval of an agreement with Wiss, Janney, Elstner Associates, Inc., (WJE hereafter) to provide structural engineering and bridge inspection services not to exceed \$59,800.

BACKGROUND/DISCUSSION: The city owns and maintains 14 vehicular and 11 pedestrian bridges throughout the City. The last comprehensive Bridge Inspection Report was completed in September 2020 by WJE, while last year Part-1 of the Supplement Bridge Inspection update was performed. The work proposed will be Part-2 and will complete this supplemental update. WJE is also the City’s IDOT Bridge Program Manager and completes the annual required vehicle bridge inspections that are required by IDOT (Vendor-Approval approved by City Council in amount of \$40,000 to WJE). The annual IDOT bridge inspections focus on specific elements required by IDOT.

Additional in-depth scope analysis above that from the annual IDOT inspection reports help provide staff with the needed information for budget decision-making, identifying repairs, and prioritizing maintenance. Summary reports will be produced which will include recommendations for maintenance or repairs to each bridge along with a cost estimate for those repairs. Estimates of repair and/or replacement costs will be used to develop capital budgets for future planning.

Tasks of these in-depth supplemental inspections and analyses include:

- Material sampling of both Walden west and east, Onwentsia Road, and Westleigh Road (West) bridges.
- Inspection of three pedestrian bridges
 - Plus safety inspection of Bluff’s Edge pedestrian bridge.
- Updated repair costs for each bridge within the City’s CIP program.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	3/16/2025	City Council Approved \$40,000 Vendor Approval for WJE to Perform the Required Annual IDOT Inspections for 2026
Finance Committee	11/10/2025	Supplement Inspections Part-2 Included with FY'27 Capital Plan
City Council	4/21/2025	City Council Approval of Supplemental Bridge Inspections Part-1
Public Works Committee	4/7/2025	Reviewed & Recommended City Council Approval of Supplemental Bridge Inspections Part-1
City Council	3/17/2025	City Council Approved \$30,000 Vendor Approval for WJE to Perform the Required Annual IDOT Inspections for 2025
Finance Committee	11/12/2024	Included with FY '26 Capital Plan

BUDGET/FISCAL IMPACT: The City uses WJE as its IDOT Bridge Program Manager in which they inspect, inventory, and provide recommendations to staff for bridge maintenance and replacement projects. WJE has the institutional knowledge of the city’s bridge inventory as they also completed the 2020 Comprehensive Bridge Inspection Report, as well as Part-1 of the Supplemental Bridge Inspections last year.

Has City staff obtained competitive pricing for proposed goods/services? **No; Administrative Directive 3-5, Section 6.11 – Existing Relationship**

Below is an estimated summary of the project budget:

FY 2027 Funding Source	Amount Budgeted	Amount Requested	Budgeted Y/N
Capital Improvements Fund 311-3703-478.78-76	\$60,000	\$59,800	Y

If awarded, fieldwork on this project is expected to begin in early-May and completed mid to late-Summer. The results and recommendations will be used during the October Budget submittal.

COUNCIL ACTION: Approval of Structural Engineering Services for the 2026 Supplemental Bridge Inspections to Wiss, Janney, Elstner Associates, Inc., and Authorize the City Manager to Enter Into an Agreement in an Amount Not to Exceed \$59,800



- 8. Approval of Construction-Inspection Staffing Assistance to Gewalt Hamilton Associates, Inc., and Authorize the City Manager to Execute an Agreement in the Amount Not-to-Exceed \$42,750**

STAFF CONTACT: *Byron Kutz, P.E., Superintendent of Engineering (810-3555)*

PURPOSE AND ACTION REQUESTED: Staff request approval of Construction-Inspection Staffing Assistance for miscellaneous projects to Gewalt Hamilton Associates (GHA hereafter) in the total amount of \$42,750.

BACKGROUND/DISCUSSION: The Engineering Section is responsible for inspecting core capital projects during the summer construction season. As the team prepares for this busy period, there are currently two vacant positions and one employee on paternity leave. To help maintain consistent field oversight and support project delivery, staff is recommending temporary supplemental assistance.

Engaging a consultant for approximately six weeks will provide added flexibility during the peak construction season and help ensure continued alignment with project schedules and quality standards. The consultant’s work will focus primarily on on-site inspection for active capital projects, including the annual resurfacing program.

This proactive approach allows the City to effectively manage seasonal workload demands while maintaining a high level of service and continuity across projects.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	N/A	Due to the time sensitive nature, this item is recommended directly to the City Council

BUDGET/FISCAL IMPACT: The proposed supplement will be funded through salary savings identified from two current vacancies. Any remaining balance will be offset by other savings within the fund or drawn from the General Fund Balance.

Has City staff obtained competitive pricing for proposed goods/services? **No**
 Administrative Directive 3-5, Section 6.11 – Existing Relationship

Staff recommends GHA for this construction-inspection assistance as their staff is familiar with the City’s standards and expectations.

Below is an estimated summary of the project budget:

FY 27 Funding Source	Amount Budgeted	Amount Requested	Budgeted Y/N
101-3747-435.35-10	\$0	\$42,750	N

COUNCIL ACTION: Approval of Construction-Inspection Staffing Assistance to Gewalt Hamilton Associates, Inc., and Authorize the City Manager to Execute an Agreement in the Amount Not-to-Exceed \$42,750



9. Approval of a Purchase of a Replacement Sanitation Section Scooter to Russo Equipment in the Amount of \$41,000

STAFF CONTACT: *Matt Brugioni, Superintendent of Public Works 847-810-3561*

PURPOSE AND ACTION REQUESTED: City staff requests City Council approval of the purchase of one replacement Sanitation Section scooter to Russo Equipment in the amount of \$41,000.

BACKGROUND/DISCUSSION: The Sanitation Section has in its fleet twelve refuse scooters. The units are not only used for daily Sanitation operations, but in addition, they assist with clean-up efforts after special events and small projects that require frequent stops (e.g. mosquito larva abatement in catch basins, pre-winter sidewalk tree trimming, etc.).

The sanitation utility vehicle requested for replacement was purchased in 2014 and has accumulated over 4,500 hours of service. Over the years of use, the vehicle has required extensive repairs and part replacements including clutches, transmissions, motors, axles, ball joints, and control arms, among others. The cumulative wear and cost of maintaining this aging unit has made replacement the most practical and fiscally responsible course of action.

The City recently transitioned to Kubota RTV utility vehicles, which have proven to be a reliable and effective solution for municipal operations. Based on their performance and durability in the field, the Kubota RTV remains the recommended replacement vehicle going forward. It is a well-established service vehicle within the municipal sanitation industry, backed by consistently positive reviews and references. These vehicles are also delivered fully equipped and ready for immediate service, requiring no additional outfitting.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	12/2/24	Reviewed & Approved FY26 Capital Equipment List
Finance Committee	11/12/24	FY26 Capital Equipment Replacement List Included in Meeting Packet

BUDGET/FISCAL IMPACT: The purchase price provided by Russo Equipment is Sourcewell pricing. Sourcewell pricing for each scooter is \$41,000. Sourcewell, formerly National Joint Powers Alliance, was created by State law as a service cooperative to provide programs and services to members in education and government. Sourcewell follows the competitive contracting law process to solicit, evaluate, and award cooperative purchasing contracts for goods and services. Sourcewell is a public agency governed by an eight-member board. The City has previously utilized national bids to include Sourcewell, Omnia Partners, State bid, and the Suburban Purchasing Cooperative for equipment and services.

Has City staff obtained competitive pricing for proposed goods/services? **Yes**
Administrative Directive 3-5, Section 6.1D – Government Joint Purchase

Below is an estimated summary of Project budget:

FY 2026 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Fund 311-5003-475-75-02	\$0	\$41,000	N

At the December 1, 2025, Public Works Committee meeting, the Committee identified rising maintenance costs on the City's aging sanitation utility vehicles as a growing concern. In response, staff identified the specific units where replacement has become more cost-effective than continued maintenance. Staff proposes using approximately \$55,000 in FY2026 capital equipment savings to fund the purchase of one replacement sanitation utility vehicle, addressing an identified operational need while making efficient use of available year-end resources.

This purchase represents a critical first step in getting the Sanitation section fleet replacement schedule back on track, with two additional units already planned for replacement in fiscal year 2027. This proactive approach will continue to help reduce long-term operational costs and ensure a dependable sanitation fleet that continues to serve our community efficiently for years to come.

If approved by City Council, the scooter is anticipated to be received by May 1, 2026.

COUNCIL ACTION: Approval of a Purchase of one Replacement Sanitation Section Scooters to Russo Equipment in the Amount of \$41,000



10. Approval of the Purchase of a Replacement Medium-Duty Utility Truck for the Horticulture and Landscaping Section from Sutton Ford (Chassis) in the Amount of \$70,000 and Henderson Products (Hook Lift) in the Amount of \$65,000, for a Total Cost of \$135,000

STAFF CONTACT: *Matt Brugioni, Superintendent of Public Works (810-3561)*

PURPOSE AND ACTION REQUESTED: City staff request City Council approval of a purchase to replace a Horticulture and Landscaping Section medium sized utility truck to Sutton Ford (chassis) in the amount of \$70,000 and Henderson Products (hook lift) in the amount of \$65,000 for a grand total cost of \$135,000.

BACKGROUND/DISCUSSION: The Horticulture and Landscaping Section uses their medium sized truck daily to complete many different core tasks and activities. These tasks include, but are not limited to, City-wide landscaping, hauling material, snow program support, and other special projects. This recommended purchase will replace their existing medium sized utility truck that has been in service and utilized by Public Works since 2008. The accrued operating miles for the existing truck are over 48,000 miles. After 18 years of in-service operation miles and hours, the truck has exceeded its estimated useful life.

The most significant concern with the current truck is severe rust and corrosion to the frame, body, and mechanical components. Additionally, the brake, fuel, emissions system and hydraulic lines are corroding and have created maintenance challenges and failures. Going

on 18 years of service, the truck has gone above and beyond its estimated useful life and needs to be replaced.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	3/17/25	Reviewed & Approved Water Fund Updates to the FY26 Capital Equipment List
Public Works Committee	12/2/24	Reviewed & Approved FY26 Capital Equipment List
Finance Committee	11/12/24	FY26 Capital Equipment Replacement List Included in Meeting Packet

BUDGET/FISCAL IMPACT: The purchase price for the truck body, provided by Henderson Products, is through Sourcewell cooperative pricing, while the chassis from Sutton Ford is being procured through the Suburban Purchasing Cooperative (SPC). Sourcewell, formerly the National Joint Powers Alliance, is a public agency established by state law to provide cooperative purchasing programs and services to government and education entities. It utilizes a competitive solicitation process to evaluate and award contracts for goods and services and is governed by an eight-member board.

The City has previously utilized national and regional cooperative purchasing programs—including Sourcewell, OMNIA Partners, State of Illinois contracts, and the Suburban Purchasing Cooperative—to procure equipment and services in a cost-effective and compliant manner.

Has City staff obtained competitive pricing for proposed goods/services? **Yes**
 Administrative Directive 3-5, Section 6.1D – Government Joint Purchase.

Below is an estimated summary of Project budget:

FY2026 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Equipment 311-5003-475-75-02	\$100,000	\$135,000	Y

The \$35,000 budget overage will be offset by savings realized from multiple FY2026 capital equipment purchases that were completed under budget. Additionally, the City elected not to proceed with the previously planned \$50,000 capital repair for the dredger, as a second opinion determined that repairs to the dredger’s hydraulic lines were not necessary.

City Council approval this evening will authorize staff to proceed with placing the order. The chassis is anticipated to be delivered in summer 2026, with final completion expected in fall 2026.

Once the new truck is placed into service, the City will declare the existing unit surplus and offer it for sale through a competitive bidding process. Assuming a bid of \$4,000 or greater is received, staff will return to City Council to approve the final sale.

COUNCIL ACTION: Approval of the Purchase of a Replacement Medium-Duty Utility Truck for the Horticulture and Landscaping Section from Sutton Ford (Chassis) in the Amount of \$70,000 and Henderson Products (Hook Lift) in the Amount of \$65,000, for a Total Cost of \$135,000



11. Approval of the Purchase of a 2026 Transit-350 High Roof Cargo Van for the Fire Department from Currie Motors in the Amount of \$62,000, and Red Line Works (Outfitting) in the Amount of \$35,000, for a Total Cost of \$97,000

STAFF CONTACT: *Matt Brugioni, Superintendent of Public Works (810-3561) & Andy Rick, Fire Chief (810-3864)*

PURPOSE AND ACTION REQUESTED: City staff requests City Council approval for the purchase of a replacement dive van for the Fire Department from Currie Motors in the amount of \$62,000, and Redline Works (outfitting) in the amount of \$35,000, for a total cost of \$97,000.

BACKGROUND/DISCUSSION: This recommended purchase will replace the existing Fire Department dive van. The current in-service vehicle, a 2003 GMC Savana 3500, has accumulated over 44,000 miles. After 23 years of service, the vehicle has exceeded its estimated useful life.

The existing dive unit is undersized for current operational needs and is beginning to show significant deterioration. Notable concerns include advanced rust and corrosion, deteriorating brake and fuel lines, and ongoing issues with drivetrain components. This vehicle has surpassed its expected service life.

PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
Public Works Committee	12/2/24	Reviewed & Approved FY26 Capital Equipment List
Finance Committee	11/12/24	FY26 Capital Equipment Replacement List Included in Meeting Packet

BUDGET/FISCAL IMPACT: The pricing provided for the 2026 Ford Transit 350 is through the Suburban Purchasing Cooperative (SPC). The SPC is a joint purchasing program sponsored by the Northwest Municipal Conference, DuPage Mayors and Managers Conference, South Suburban Mayors and Managers Association, and Will County Governmental League. Collectively, these organizations represent over 140 municipalities and townships across northeastern Illinois. The City has previously utilized cooperative purchasing programs, including SPC, Sourcewell, OMNIA Partners, and State of Illinois contracts, and has consistently experienced positive results in both pricing and vendor performance.

Has City staff obtained competitive pricing for proposed goods/services? **Yes**
Administrative Directive 3-5, Section 6.1D – Government Joint Purchase.

The Fire Department obtained pricing for vehicle outfitting through Redline Works. Redline Works has previously completed outfitting on several Fire Department vehicles, including the recent Fire Department Tahoe and Engine 214, and is scheduled to perform the final outfitting on the new Fire Engine being delivered this summer. The Fire Department has an established and positive working relationship with this vendor and has consistently demonstrated the ability to meet project timelines while delivering high-quality workmanship. Additionally, other local Fire Departments such as Skokie, Lincolnshire, and Lake Villa have all recently utilized Redline Works for similar outfitting needs and all references were favorable.

Has competitive pricing been obtained for proposed goods/services? **No**

If no, indicate the specific waiver requested:

Administrative Directive 3-5, Section 9.0K – Existing Relationship

FY2026 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
Capital Equipment 311-5003-475-75-02	\$70,000	\$97,000	Y

The \$27,000 budget overage will be offset by savings realized from multiple FY2026 capital equipment purchases that were completed under budget. Additionally, the City elected not to proceed with the previously planned \$50,000 capital repair for the dredger, as a second opinion determined that repairs to the dredger’s hydraulic lines were not necessary.

City Council approval this evening will authorize staff to proceed with placing the order. The chassis is anticipated to be delivered in summer 2026, with final completion expected in fall 2026.

Once the new dive van is placed into service, the City will declare the existing unit surplus and offer it for sale through a competitive bidding process. Assuming a bid of \$4,000 or greater is received, staff will return to City Council to approve the final sale.

COUNCIL ACTION: Approval of the Purchase of a 2026 Transit-350 High Roof Cargo Van for the Fire Department from Currie Motors in the Amount of \$62,000, and Red Line Works (Outfitting) in the Amount of \$35,000, for a Total Cost of \$97,000



12. Consideration of a Recommendation from Staff to Authorize the City Manager to Enter into a Professional Services Contract with Teska Associates, Inc. for the Final Phase of the Update to the Comprehensive Land Use Plan in an Amount not to Exceed the Previously Budgeted Amount of \$55,000.

Staff Contact: Catherine J. Czerniak,
Director of Community Development (810-3504)

PURPOSE AND ACTION REQUESTED: Council authorization is requested to continue the City’s work with Teska and Associates, Inc. as we complete the update to the Comprehensive Land

Use Plan and finalize the text, formatting, and graphics and produce a digital document. Consistent with the approved FY 2026 budget, the contract authorizes consultant fees in an amount not to exceed \$55,000.

BACKGROUND/DISCUSSION: The Council, based on recommendations from the Plan Commission, previously approved updates to the sections of the Plan relating to the Settler’s Square Business District, the Route 60 Corridor (including Conway Park), and the Central Business District. This final phase integrates the various elements of the Plan through an updated Land Use Designation Map and updated policies related to housing. The current City Manager’s Working Group has met several times and is expected to conclude work and forward a recommendation to the Plan Commission after one or two more meetings.

As anticipated, and as reflected in the FY 2026 budget, an updated contract with Teska Associates is now presented to the Council for authorization to re-engage Teska to build out the rest of the digital updated Comprehensive Land Use Plan. Teska has already completed the formatting for the previously approved chapters, a format that will be followed in the remaining sections. The complete draft will be made available for public comment in person and online prior to public hearings before the Plan Commission later this spring. Teska has played a key role in the public review of the document to date through maintaining a dedicated website and supporting community workshops. The Plan Commission’s recommendation and the final updated Plan will be presented to the Council for consideration as a complete document.

The intent of the Comprehensive Land Use Plan is to be proactive in planning for future development, to set realistic expectations for property owners, real estate professionals, and developers, and to serve as a guide for Boards, Commissions, and the City Council in reviewing development proposals.

A continuation of Teska’s professional services contract is requested to build upon the framework Teska has developed to provide continuity as the update moves through the final phase.

BUDGET/FISCAL IMPACT: Continuing to engage Teska Associates, Inc. takes advantage of a long term relationship and the consultant’s familiarity with Lake Forest overall and specifically, the development trends, challenges and opportunities in the City. Teska has created the framework for the digital Plan. The contract now before the City Council will support the completion of the update process.

FY2026 Funding Source	Amount Budgeted	Amount Requested	Budgeted Y/N
General Fund #101-3401-435-35-10	\$55,000	Not to Exceed \$55,000	Yes

Competitive pricing for a consultant to assist with the final phase of the update was not pursued for the reasons detailed above and consistent with Administrative Directive 3-5, Section 6.1I – Existing Relationship.

COUNCIL ACTION: Authorize the City Manager to enter into a professional services contract with Teska Associates, Inc. for completion of the Comprehensive Land Use Plan update in an amount not to exceed \$55,000 as previously budgeted.

COUNCIL ACTION: Approve the twelve (12) 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, along with a guide to icons focusing on the Priority Areas in the Strategic Plan, is included with this agenda, starting on the following page.



Office of the City Manager

April 15, 2026

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.

Priority Areas



FISCAL STEWARDSHIP

Implement an operating budget and capital improvement strategy that is balanced over the long-term.



INFRASTRUCTURE & CITY FACILITIES

Invest in and maintain infrastructure and facilities to ensure they are safe, reliable, and capable of meeting current and future needs of the community.



PUBLIC SAFETY

Ensure the safety and security of all residents by providing efficient and effective police, fire, and emergency services while promoting community-based crime prevention initiatives.



RECREATION AND COMMUNITY WELL-BEING

Promote a healthy and active community by providing diverse recreational opportunities, maintaining parks and open spaces, and supporting programs that enhance residents' quality of life.



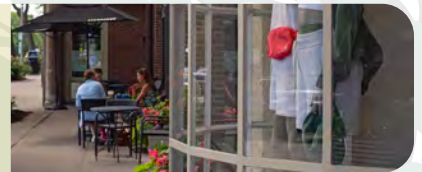
COMMUNITY'S VISUAL CHARACTER AND DEVELOPMENT

Enhance the aesthetic appeal of Lake Forest by balancing preservation of historic buildings, distinct streetscapes and landscapes with being open to opportunities and new ideas.



BUSINESS & ECONOMIC VITALITY

Enhance the business community so that it remains economically viable, enticing to visit, and meets the needs of the community and visitors.



COMMUNITY ENGAGEMENT

Encourage active participation and communication between the City government and residents, fostering a sense of community and ensuring that voices are heard in the decision-making process.



The City of Lake Forest
CITY COUNCIL MEETING
Proceedings of Monday, April 6, 2026 5:00 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 5:00 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.

CALL TO ORDER AND ROLL CALL **5:00 PM**

1. 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.

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 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.

Adjournment into Executive Session **5:02 PM**

Reconvene into Open Session **6:30 PM**

The City Clerk noted that all members of the City Council were present

PLEDGE OF ALLEGIANCE was recited by all those present.

REPORTS OF CITY OFFICERS

1. COMMENTS BY MAYOR

Mayor Tack announced the Ward 2 Meeting is on Thursday, April 9 at 6:30 pm at CROYA, 400 Hastings Rd. Ward 4 is on Monday, April 13 at 6:30 pm at Dickinson Hall, 100 E Old Mill Rd. Ward 3 is on Tuesday, April 14 at 6:30 pm at CROYA, 400 Hastings Rd. Ward 1 is on Tuesday, April 28, 6:30 pm at Gorton Center, 400 E Illinois Rd.

2. COMMENTS BY CITY MANAGER

- A. Police Station Construction Update**
 - **John Burke, Chief of Police**

Chief of Police John Burke provided updates on the interior and exterior renovation work and shared milestones and photos of the progress. For further updates on the scope of the project, follow the videos on the City’s website at cityoflakeforest.com/departments/police.

City Council had a discussion about surprises along the way, re-routing ductwork, and architectural plans.

- B. Onwentsia Poplar Storm Sewer Improvement Overview**
 - **Byron Kutz, Superintendent of Engineering**

Byron Kutz, Superintendent of Engineering, provided an overview of item nine (#9) on the Omnibus agenda, approval of Design Engineering Services for the Onwentsia Poplar Storm Sewer Improvements Project. Mr. Kutz reviewed the history of Stormwater projects completed since 2017 that successfully alleviated flooding, noting that this remains a high priority of the City Council. Mr. Kutz stated the design phase is structured over two years and consists of three primary components: remodeling the area to refine City limits; providing data to IDOT to satisfy modeling requirements within the Intergovernmental Agreement; and completing the remaining design elements.

City Council had a discussion on grant opportunities through the Ferguson Group and FEMA to potentially offset the total project outlay.

City Manager, Jason Wicha, gave a public service announcement stating that the City or Community Development Department will never request payment of fees by wire, send invoices marked “urgent”, or threaten that approvals will be lost without prompt payments. Residents are advised to contact Community Development to verify any suspicious correspondence.

3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL
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4. COMMITTEE REPORTS

ITEMS FOR OMNIBUS VOTE CONSIDERATION

- 1. Approval of Monday, March 16, 2026, City Council Meeting Minutes**
- 2. Approval of the Check Register for the Period of February 21st – March 27th, 2026.**
- 3. Approval of a Resolution Authorizing Intervention in Property Tax Assessment Appeal 2025-01333 Before the Illinois Property Tax Appeal Board**
- 4. Approve a Resolution Authorizing the City Manager to Execute an Agreement pertaining to Settlement of the DuPont PFAS Class Action Lawsuit**
- 5. Authorization of a Contractual Agreement for Recreation Department Pickleball Instruction with Jam Pickleball, LLC, not to exceed \$95,000 for FY27.**
- 6. Approval of a Grant Agreement between the City of Lake Forest and the Illinois Department of Natural Resources for a Grant Award in the Amount of \$600,000, through the Open Space Land Acquisition and Development (OSLAD) Program, for the South Park Improvement Project (Phase II)**
- 7. Approval of a Recommendation from the Public Works Committee to Award a Design Services Agreement to RVi for the South Park Phase II Project in the Amount of \$180,600, to Include a 10% Contingency in the Amount of \$18,060 for a Grand Total Amount of \$198,660**
- 8. Approval of a 1-Year Professional Services Agreement Renewal for Plan Review and City Engineering Services with Gewalt Hamilton Associates, Inc. in an Amount Not to Exceed \$45,000**

9. **Approval of Design Engineering Services for the Onwentsia Poplar Storm Sewer Improvements Project to Mackie Consultants, LLC., and Authorize the City Manager to Execute an Agreement in the Amount of \$146,400 Plus a 5% Contingency in the Amount of \$7,320 for a Total Cost of \$153,720**

10. **Consideration of Ordinances Approving Recommendations from the Building Review Board for 938 Walden Lane, 1241 Ash Lawn Drive and 1925 Field Court. (First Reading and if Desired by the City Council, Final Approval)**

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

CITY COUNCIL ACTION Approve the ten (10) omnibus items as presented.

Alderman Weber made a motion to approve the ten (10) 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.

6. OLD BUSINESS

7. NEW BUSINESS

8. ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS

ADJOURNMENT

There being no further business, Mayor Tack asked for a motion to adjourn. Alderman Clemens made a motion to adjourn, seconded by Alderman Weber. Motion carried unanimously by voice vote at 6:52 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.

PROCLAMATION

WHEREAS, Arbor Day will be officially observed in the State of Illinois on Friday, April 24, 2026, by proclamation of the Governor, and the planting of trees on Arbor Day is a traditional activity throughout the State and the City of Lake Forest, and

WHEREAS, Lake Forest, with its environment of natural areas, is particularly dedicated to the observance of this day and has consistently throughout its history enacted ordinances to preserve its trees and other natural assets, and

WHEREAS, citizen groups, garden clubs, and private and public institutions have actively supported preservation efforts and the renewal of natural areas through tree planting and landscape projects, and

WHEREAS, the celebration of Arbor Day 2026 in Lake Forest will include the distribution of tree seedlings to the public at designated locations, and Arbor Day 2026 will be celebrated throughout the day in programs at schools and other locations and at South Park (150 S. Maywood Rd), on Friday, April 24 at 10:00 a.m., where the City's official Arbor Day tree, Eastern Redbud tree, will be planted, and

WHEREAS, trees in our City, wherever they are planted, increase property values, enhance our business and residential areas, beautify our community, and are a source of joy to gladden the hearts and promote the environmental well-being of present and future generations, and

WHEREAS, The City of Lake Forest has been recognized as Tree City USA for forty-six consecutive years by the National Arbor Day Foundation,

NOW, THEREFORE, I, Stanford R. Tack, Mayor of The City of Lake Forest, do hereby proclaim Friday, April 24, 2026, as ARBOR DAY in The City of Lake Forest, and I urge all citizens to support efforts to protect our trees and woodlands, to support our City's forestry program, to plant trees on this day, and to join in the celebration ceremonies.

IN WITNESS HEREOF, I have hereunder set my hand and have had the Seal of The City of Lake Forest affixed this 20th day of April 2026.

Stanford R. Tack, Mayor

EXHIBIT B

SCHEDULE IX. CITY PARKING LOTS - TIME LIMITS/REQUIREMENTS

Time limits enforced 6:30 a.m. to 6:30 p.m.

Hereafter, the number and location of short-term spaces (30-minute spaces) shall be set and approved under the administrative authority of the City Manager and marked with appropriate signage.

Lot No.	Common Name	Designated and Signed Subarea	Time Limit	Daily Fee or CBD Permit ¹	CBD Employee Parking Permitted	Overnight Parking
1	Scott Street Lot		n/a	Required	Yes	No
2	Westminster Lot		n/a	Required	Yes	Yes
3	North Train Depot	Stalls near Depot as signed	30 min.	n/a	No	No
		All other stalls	n/a	Required	No	No
4	South Train Depot		n/a	Required	No	No
5	North Shore Lot		n/a	Required	Yes	No
6	Upper Gorton Lot	Stalls along north row signed for library patron parking only	90 min.	n/a	No	No
		All other stalls	n/a	Required	Yes	No
7	City Hall Lot	Quick-stop stalls along Forest Avenue as signed	30 min.	n/a	No	No
		All other stalls	3 hour	n/a	No	No
8	Forest Avenue Lot	Quick-stop stalls along Forest Avenue as signed	30 min.	n/a	No	No
		Stalls in SW corner as designated	n/a	Required	Yes	No
		All other stalls	3 hour	n/a	No	No
9	Oakwood Lot	Stalls along north row as signed	n/a	Required	Yes	Yes
		All other stalls	n/a	Required	Yes	No
10	Quarta Lot	East portion of lot not designated as quick-stop stalls	3 hour	n/a	No	No
		Quick-stop stalls along Bank Lane as signed	30 min.	n/a	No	No
		West portion of lot (West 160')	n/a	Required	Yes	No
		Stalls along southwest row as signed	n/a	Permit Only	Yes	Yes
11		Upper Level, east half	n/a	Required	Yes	No

EXHIBIT B (continued)

	Bank Lane Parking Deck	Upper Level, west half	3 hour	n/a	No	No
12	West Lake Forest Train Depot - North End (Lot A)		n/a	Required	n/a	Yes
13	West Lake Forest Train Depot - Middle (Lot B)		n/a	Required	n/a	No
14	West Lake Forest Train Depot - South End (Lot C)		n/a	Required	n/a	No
15	Fire Station Lot		n/a	Permit Only	n/a	No
16	North Forest Park Beach Lot		Lot Available only when entry gate is open.	Resident Sticker Required	n/a	No
17	South Forest Park Beach Lot		Lot Available only when entry gate is open.	Beach Parking Permit Required	n/a	No
18	Fort Sheridan Lot		n/a	Required	n/a	Yes

Footnotes:

- 1) CBD permits may be used in lots 12,13,14, and 18.

Central Business District Parking Zones

