

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

Monday, May 20, 2024
220 E. Deerpath
Lake Forest, IL 60045

CALL TO ORDER AND ROLL CALL

6:30 pm

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

A. Resolution of Appreciation for Retired Chief of Police Karl Walldorf

A copy of the resolution can be found beginning on **page 20**

COUNCIL ACTION: Approve the Resolution of Appreciation

B. 2024-2025 Board & Commission Appointments and Reappointments

PARKS AND RECREATION BOARD

| NAME OF MEMBER | APPOINT/REAPPOINT | WARD |
|----------------|-------------------|------|
| John Norkus | APPOINT | 1 |

A copy of the volunteer profile sheet is available at City Hall upon request.

COUNCIL ACTION: Approve the Mayors Appointments and Reappointments

C. Announcement of City Council Committee Appointments

2. COMMENTS BY CITY MANAGER

A. Annual Emerging Artists Awards

- Morgan Adams, Executive Director at Deer Path Art League

- B. Bank lane -Streetscape Enhancement**
 - **Catherine Czerniak, Director of Community Development**

3. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

4. COMMITTEE REPORTS

PUBLIC WORKS

- 1. Field Court and Spring Lane Watermain Replacement and Valve Repairs**
 - **Byron Kutz, P.E., Superintendent of Engineering**
- 2. McClory Bike Path Resurfacing Project**
 - **Byron Kutz, P.E., Superintendent of Engineering**

5. ITEMS FOR OMNIBUS VOTE CONSIDERATION

- 1. Approval of the April 15, 2024, City Council Meeting Minutes**

A copy of the minutes can be found beginning on **page 21**.

COUNCIL ACTION: Approval of the April 15, 2024, City Council Meeting Minutes

- 2. Approval of April 29, 2024, Special City Council Workshop Meeting Minutes**

A copy of the minutes can be found beginning on **page 28**.

COUNCIL ACTION: Approval of April 29, 2024, Special City Council Workshop Meeting Minutes

- 3. Approval of the May 6, 2024, First Session City Council Meeting Minutes**

A copy of the minutes can be found beginning on **page 29**.

COUNCIL ACTION: Approval of the May 6, 2024, First Session City Council Meeting Minutes

- 4. Approval of the May 6, 2024, Second Session City Council Meeting Minutes**

A copy of the minutes can be found beginning on **page 32**.

COUNCIL ACTION: Approval of the May 6, 2024, Second Session City Council Meeting Minute

- 5. Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with Holding a Raffle in the City of Lake Forest for McKinlock Post 264**

STAFF CONTACT: Margaret Boyer, City Clerk (847.810.3674)

PURPOSE AND ACTION REQUESTED: Staff requests City Council consideration of waiving the fidelity bond requirement in connection with a proposed raffle from McKinlock Post 264.

BACKGROUND: In January 2020 the City Council approved an Ordinance Amending Chapter 110, titled "Licenses and Miscellaneous" related to Raffles, to align these sections with recent State of Illinois Legislation. Section 110.0149, J, allows the raffle manager designated by the organization to seek a waiver of the bond requirement from the City Council.

At this time, McKinlock Post 264 is requesting a waiver of the bond requirement and has submitted a request. A copy of the request can be found beginning on **page 39**.

BUDGET/FISCAL IMPACT: N/A

COUNCIL ACTION: Consideration of a Request to Waive the Fidelity Bond Requirement in Connection with Holding a Raffle in the City of Lake Forest for McKinlock Post 264. (Approval by Motion)

6. 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.

STAFF CONTACT: *Dana Olson, Director of Communications and Community Engagement, (847) 810-3672*

PURPOSE AND ACTION REQUESTED: Staff requests extending the contract for professional services related to the printing and mailing of the City's Dialogue newsletter to Vogue Printers, in the amount of \$26,076 and a 5.0% contingency in the amount of \$1,304 for a grand total of \$27,380.

BACKGROUND/DISCUSSION: The City of Lake Forest regularly contracts with outside service providers to perform professional printing services for various projects including the quarterly Dialogue Newsletter and Recreation Seasonal Program Guide which are produced and delivered throughout the community. The Dialogue Newsletter is print publication that is produced quarterly and includes a winter, spring, summer and fall edition. The newsletter is printed and delivered to every home, office, business, and post office box within the corporate limits of Lake Forest. Approximately 8,500 newsletters are distributed each quarter and are also available to view online.

In spring 2023, the City issued a request for proposals ("RFP") for professional printing and mailing services for Community Newsletter Printing. The City received five responses and selected Vogue Printers. In March 2023, City Council approved a one-year contract with Vogue Printers. The contract included an opportunity to renew for up to two one-year terms to lock in pricing and increase future cost savings. Since Vogue Printers was a new vendor, staff opted for a one-year contract with the option to renew after a satisfactory year of service.

After printing four newsletters over the course of one year, Vogue Printers has proven to exceed expectations in quality, value, and responsiveness. While printing and paper costs continue to increase, Vogue Printers is willing to lock in the proposed rate for Fiscal Year 2025. City staff is recommending extending the contract with the firm for one year, with the opportunity to renew for another one-year term in Fiscal Year 2026.

BUDGET/FISCAL IMPACT: If approved, this will be an extension of an existing contract for printing services. The proposed 2024 pricing is the same amount of the 2023 original agreement.

The base proposal does not include additional fees or expenses that may be related to proof changes or edits needed prior to printing and delivery. For this reason, staff is requesting for an additional 5% of the total cost in contingency funding for any additional expenses occurred with printing and editing of the Dialogue issues.

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

Below is an estimated summary of Project budget:

| FY2025 Funding Source | Amount Budgeted | Amount Requested | Budgeted? Y/N |
|--|-----------------|------------------|---------------|
| City Council – Printing/Stationary 101-1101-460.60-13 | \$28,000 | \$27,380 | Yes |

If awarded, this agreement extension would span May 2024 through April 2025.

COUNCIL ACTION: 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

7. Authorization for the City Manager to Execute a Grant Agreement Between The City of Lake Forest and The Illinois Department of Commerce and Economic Opportunity for the Purchase of Used Police Vehicles, Subject to Final Review and Approval of the City Attorney

STAFF CONTACTS: Kevin Zelk, Administrative Police Commander (847-810-3816) and Jim Lockfeer, Assistant Director of Public Works

PURPOSE AND ACTION REQUESTED: Staff recommends City Council authorize the City Manager to execute a grant agreement between The City of Lake Forest and the Illinois Department of Commerce and Economic Opportunity. This is a grant for the purchase of approximately six used Police Department vehicles in an amount not to exceed \$250,000 for which the City will pay the costs upfront and then be reimbursed. A fully executed grant agreement by both parties is required prior to incurring any costs.

BACKGROUND/DISCUSSION: On March 18, 2024, City Council authorized the City Manager to approve used police vehicle purchases up to a maximum expenditure of \$250,000 of grant awarded funds. This approval included background information that explained the Lake Forest Police Department was notified by the office of State Senator Julie Morrison that the Police Department had received a \$250,000 grant for administrative expenses associated with Public Safety from the Illinois Department of Commerce and Economic Opportunity (DCEO). As outlined in the March 18, 2024, City Council agenda, the funds are to be used for the purchase of six unmarked vehicles that are used by the investigations and administrative sections that are at or past their expected lifespan.

Recently, City staff was notified by the DCEO Grant Program Manager that their office is working quickly to develop a draft agreement for City review and approval. The DCEO contact shared and requested that the City execute the agreement by the end of May 2024. Prior to the City Manager's execution of the grant agreement, the agreement will be reviewed and approved by the City Attorney's Office.

BUDGET/FISCAL IMPACT: This is a reimbursement-type grant for an amount up to \$250,000 in which the City pays the costs upfront and then will invoice DCEO.

COUNCIL ACTION: Authorization for the City Manager to Execute a Grant Agreement Between The City of Lake Forest and The Illinois Department of Commerce and Economic Opportunity for the Purchase of Used Police Vehicles, Subject to Final Review and Approval of the City Attorney

8. Approval of a Change Order for Additional Construction Services to Efraim Carlson & Sons for the Deerpath Golf Course restoration project in the Amount of \$10,330.02

STAFF CONTACT: *John Eldridge, Program Manager, Parks and Recreation (810-3940)*

PURPOSE AND ACTION REQUESTED: City staff requests City Council to approve a change order for additional construction services to Efraim Carlson & Sons for the Deerpath Golf Course restoration project in the Amount of \$10,330.02.

BACKGROUND/DISCUSSION: On, Thursday, January 18, 2024, Deerpath Golf Course sustained significant water damage due to a burst pipe because of the extreme cold temperatures, causing damage to the ceiling in multiple areas of the building, walls, kitchen, flooring and locker rooms. On Tuesday, February 20th, 2024, Council approved the waiving of the bid process to begin repairs in a timely manner.

As construction began, additional work was needed to address items that were not initially identified in the initial proposal. These items included additional insulation and ventilation of the cold-water pipe that burst to help prevent future occurrences, purchase of a new bottle fill station that had been damaged during the pipe burst, and two 36X8 grilles that were identified as discarded during the water mitigation process.

PROJECT REVIEW/RECOMMENDATIONS:

| Reviewed | Date | Comments |
|--------------|---------|---|
| City Council | 2/20/24 | Approval of repairs by Ephraim Carlson & Sons totaling \$119,801.81 |

BUDGET/FISCAL IMPACT: Has City staff obtained competitive pricing for proposed services? **No**

Staff is requesting a waiver to the bidding process under Administrative Directive 3-5, Section 6.2 (requires 2/3 vote). The City has an existing satisfactory relationship with the firm. Below is an estimated summary of Project budget:

| FY2024 Funding Source | Amount Budgeted | Amount Requested | Budgeted? Y/N |
|-----------------------|-----------------|------------------|---------------|
| 510-6325-476.76-55 | \$0 | \$10,330.02 | N |

The City has submitted a claim for reimbursement from IRMA to cover the damages to the facility. Staff have submitted these additional items and are currently awaiting the final approval for reimbursement from IRMA. The insurance reimbursement, less a \$25,000 deductible, will be deposited to the Golf Course fund to offset these unbudgeted repair costs.

COUNCIL ACTION Approval of a Change Order for Additional Construction Services to Efraim Carlson & Sons for the Deerpath Golf Course restoration project in the Amount of \$10,330.02

9. Authorize the Police Department to purchase FY25 subscription costs from Motorola Solutions associated with the STARCOM21 Communications Network for \$26,322.00 plus a 10% contingency for a total of 28,956.00.

STAFF CONTACT: Kevin Zelk, Deputy Chief – Police (847-810-3816)

PURPOSE AND ACTION REQUESTED: Staff requests approval to purchase FY25 subscription costs from Motorola Solutions associated with the STARCOM21 communications system in the amount of \$28,956.00.

BACKGROUND/DISCUSSION: In FY19, the police department transitioned from our legacy VHF communications infrastructure to a modern radio system called STARCOM21. STARCOM21 is a digital, trunked 700/800 MHz radio system with state-wide coverage and roaming capabilities for Illinois public safety entities. Locally the STARCOM21 system is used by more than 75% of police departments operating in Lake County including Illinois State Police, Lake County Sheriff’s Department, Libertyville PD, Vernon Hills PD, Lincolnshire PD, Buffalo Grove PD, Mundelein PD, and Highland Park PD. Since FY19, the Starcom21 network has performed flawlessly during routine operations and major incidents.

PROJECT REVIEW/RECOMMENDATIONS: Beginning in FY19, annual subscription rates associated with the STARCOM21 system have been below the threshold for council approval. Recently, Motorola and the State of Illinois agreed upon a new 10-year contract for subscription rates which includes several price increases. Staff has determined that these increases, beginning in FY25 through FY33, will require council approval.

BUDGET/FISCAL IMPACT: Motorola Solutions is the sole provider and owner of the STARCOM21 network. To utilize the STARCOM21 network, communities are required to pay quarterly subscription costs at the contract rate negotiated by the State of Illinois. For FY25, staff estimates the annual subscription costs to total \$26,322.00. Staff is also requesting a 10% contingency for any unforeseen price or billing increases.

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

Staff is requesting an exception under Administrative Directive 3-5 Section 6.1D – Government Joint Purchases. The State of Illinois is the sole negotiating body when determining pricing for the STARCOM21 system. The rates associated with our level of subscription take advantage of bulk purchasing with every other agency utilizing the STARCOM21 system.

The Project will be funded through the Emergency Telephone (911) Fund.

| FY2025 Funding Source | Amount Budgeted | Amount Requested | Budgeted? Y/N |
|--|-----------------|--------------------|---------------|
| Emergency Telephone Fund 205-7675-435-35-10 | \$30,300.00 | \$28,956.00 | Y |
| Total | | \$28,956.00 | |

COUNCIL ACTION: Authorize the Police Department to purchase FY25 subscription costs from Motorola Solutions associated with the STARCOM21 Communications Network for \$26,322.00 plus a 10% contingency for a total of 28,956.00

10. Approval of a Public Works Committee Recommendation to Purchase of 1,920 Tons of Road Salt from Morton Salt in the Amount of \$162,183 for the FY '25 Winter

STAFF CONTACT: *Jim Lockfefer, Assistant Director of Public Works (810-3542) and Matt Brugioni, Streets Section Supervisor (810-3572)*

PURPOSE AND ACTION REQUESTED: The Public Works Committee and City staff requests City Council approve a purchase of 1,920 tons of road salt from Morton Salt in the amount of \$162,183 for the FY '25 winter. If the salt is not used in the upcoming winter, it will be stored and used the following winter.

BACKGROUND/DISCUSSION: The Municipal Services Building two salt bays allow the City to store 2,400 tons of road salt, equating to 83% of the City's average annual usage of 2,900 tons. Since 2016, the City has participated in the annual Lake County's joint salt bid and purchase.

The following chart provides a summary of the current inventory, tonnages requested for winter 2024/2025, and a reserve for the FY '25 winter. As the City is contractually obligated with IDOT to plow and salt both Rte. 43 and Rte. 60, staff again included 1,000 tons in its total estimate for these two State roads. If the total amount is not used this upcoming winter, it will be purchased next spring to lessen the amount requested next year at this time.

| | |
|---|-------------|
| End of Season Salt Inventory Total | 2,000 Tons |
| Salt Needed for 100% Storage Bay Capacity | +400 Tons |
| Total Salt for Start of 2024/2025 Winter | 2,400 Tons |
| Tons to be Purchased for 2024/2025 Winter Reserve | +1,520 Tons |
| Total Tons Available for Winter 2024/2025 | 3,920 Tons |

PROJECT REVIEW/RECOMMENDATIONS:

| Reviewed | Date | Comments |
|------------------------|----------|---|
| Public Works Committee | 5/6/2024 | Reviewed and Recommended FY '25 Salt Purchase |

BUDGET/FISCAL IMPACT: Lake County's Department of Transportation held its bid opening on April 16, 2024. Two companies submitted bids with Morton Salt being the lowest bid. Under the current contract, next winter's price increase per ton cannot exceed 5%.

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

| Firm Name | Dollar Amount Per Ton Bid |
|--------------------------|---------------------------|
| Morton Salt | \$84.47 |
| Compass Minerals America | \$84.78 |

Below is an estimated summary of the salt purchase budget:

| FY2025 Funding Source | Amount Budgeted | Amount Requested | Budgeted? Y/N |
|---|-----------------|------------------|---------------|
| General Fund – Streets Section Acct. #: 101-5136-465-65-11 | \$169,260 | \$162,183 | Y |

COUNCIL ACTION: Approval of a Public Works Committee Recommendation to Purchase of 1,920 Tons of Road Salt from Morton Salt in the Amount of \$162,183 for the FY '25 Winter

11. Award the Low Bid for the Field Court and Spring Lane Watermain Replacement and Valve Repairs Project to C. Szabo Contracting, Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$990,238 and a Contingency in the Amount of \$39,762 for a Total Project Cost of \$1,030,000

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

PURPOSE AND ACTION REQUESTED: The Public Works Committee and staff request City Council approval of an agreement with C. Szabo Contracting for the Field Court and Spring Lane Watermain Replacement Project in the Amount of \$990,238 and a Contingency in the Amount of \$39,762 for a Total Project Cost of \$1,030,000.

BACKGROUND/DISCUSSION: The project involves two locations with the first replacing an existing break-prone 12" watermain located on Field Court just north of Route 60. The second location is on Spring Lane to connect the 8" watermains between Lake Road and Mayflower Road which previously were 'dead end' mains on each side; connecting these mains helps avoid any water quality issues. Also included with the project is the Valve Repairs project consisting of seven valves throughout the City to be replaced. Bidding and awarding projects of this similar work-type together provides economies of scale.

Each year, as part of the City's Capital Improvement Program, staff evaluates the condition of existing watermain infrastructure in terms of age, capacity, watermain breaks, and other capital improvement projects scheduled on that street. Based on these factors, staff develops a schedule to replace the City's water distribution system at an optimum functional level.

Valves are a crucial component of the City's water distribution system. When water main breaks occur, Water & Sewer Section staff will close water main valves to isolate the break. The valve repairs are identified during the City's annual valve turning program.

Work for Field Ct is currently planned to begin after July 4 with completion by August 22. The Spring Lane work is tentatively planned to start after September 3 with completion towards the end of October. To reduce impacts to residents and the motoring public, a majority of the watermain will be installed utilizing a trenchless-directional drilling technique, thereby creating less excavation and disturbance in the construction area. Valve work at the other various locations would take place following the completion of the mainline replacement work.

PROJECT REVIEW/RECOMMENDATIONS:

| Reviewed | Date | Comments |
|------------------------|------------|--|
| Finance Committee | 11/13/2023 | Included with FY '25 Capital Plan |
| Public Works Committee | 5/6/2024 | Reviewed & Recommended City Council Approval |

BUDGET/FISCAL IMPACT: The project was placed out to bid in mid-April with a subsequent bid opening on May 2, 2024. 11 contractors picked up plans, with a total of three bids received. City engineering staff will oversee the contractor and work with the Communications Manager to ensure progress updates are provided weekly to the public.

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

The following is a summary of the three bids received:

| Company Name | Bid Amount |
|-----------------------------------|------------------|
| C. SZABO CONTRACTING, INC. | \$990,238 |
| Mauro Sewer Construction, Inc. | \$1,085,360 |
| Joel Kennedy Constructing Corp | \$1,408,811 |

This project is funded by the FY2025 Water Fund in the amount of \$875,000 as well \$155,000 for Valve Repairs. Awarding the project at the full amount provides a ~4% contingency in the amount of \$39,762.

Below is an estimated summary of the project budget:

| FY 2025 Funding Source | Amount Budgeted | Amount Requested | Budgeted Y/N |
|--|-----------------|------------------|--------------|
| Water Capital Fund 508-3703-477.77-07 | \$1,030,000 | \$1,030,000 | Y |

COUNCIL ACTION: Award the Low Bid for the Field Court and Spring Lane Watermain Replacement and Valve Repairs Project to C. Szabo Contracting, Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$990,238 and a Contingency in the Amount of \$39,762 for a Total Project Cost of \$1,030,000

12. Approval of a First-Year Renewal with Schroeder & Schroeder, Inc., for the 2024 Concrete Street, Curbs, and Sidewalk Replacement Project, and Authorize the City Manager to Execute an Agreement in the Amount Not to Exceed \$235,000.

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

PURPOSE AND ACTION REQUESTED: The Public Works Committee and staff request City Council approval of the Annual Concrete Street, Curb, and Sidewalk Project with Schroeder & Schroeder, Inc.

BACKGROUND/DISCUSSION: This project is a combination of the sidewalk/curb replacement program, and the concrete streets repair program. The sidewalk replacement program is an annual program that replaces hazardous and deteriorated sections of sidewalk, and curb and gutter. The concrete streets repair program is an annual program that replaces damaged and deteriorated sections of concrete road pavement.

Based on the concrete streets survey, the City Sidewalk Survey, and requests for replacement of concrete sidewalk and curb from residents and businesses, the Engineering staff prioritizes the locations on an annual basis for replacement based on the severity of their condition.

City staff have previously briefed the City Council on Municipal Partnership Initiative (MPI), a program that takes advantage of economies of scale by securing low bid prices among neighboring municipalities who bid similar projects each year. This year, the City joined forces with Lake Bluff, Glenview, Kenilworth, Northfield, and Lincolnwood for the 2024 Concrete Curb and Sidewalk Replacement Project.

This Contract may be renewed for up to three total additional and consecutive one-year terms, upon the mutual written consent of the City and Contractor.

PROJECT REVIEW/RECOMMENDATIONS:

| Reviewed | Date | Comments |
|------------------------|------------|---|
| Public Works Committee | 5/6/2024 | Reviewed & Recommended City Council Approval |
| Finance Committee | 11/13/2023 | Included with FY '25 Capital Plan |
| City Council | 5/15/2023 | Approval of Original Contract Which Included Three Total Additional and Consecutive One-Year Renewals |

BUDGET/FISCAL IMPACT: If approved, this will be the 1st of 3 options years on this contract. The 2024 contract unit prices will increase 4% over last year per the terms of the 2023 contract. Work on the project is expected to begin in late June and be completed by early August.

The City's Engineering staff will provide oversight through daily inspections.

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

Below is an estimated summary of project budget by funding source:

| FY 2025 Funding Source | Amount Budgeted | Amount Requested | Budgeted Y/N |
|--|-----------------|------------------|--------------|
| Operating Fund (Walks/Curbs) 101-5103-467.67-12 | \$185,000 | \$185,000 | Y |
| Capital Fund (Streets) 311-3703-467.67-41 | \$50,000 | \$50,000 | Y |

COUNCIL ACTION: Approval of a First-Year Renewal with Schroeder & Schroeder, Inc., for the 2024 Concrete Street, Curbs, and Sidewalk Replacement Project, and Authorize the City Manager to Execute an Agreement in the Amount Not to Exceed \$235,000

13. Award of the Low Bid for the McClory Bike Path Resurfacing project to Maneval Construction, and Authorize the City Manager to Execute an Agreement in the Amount of \$347,189 as well as Approving a Contingency in the Amount of \$16,610 for a Total Cost of \$363,799

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

PURPOSE AND ACTION REQUESTED: The Public Works Committee and staff request City Council approval of the McClory Bike Path Resurfacing Project (Illinois to Westleigh) to Maneval Construction for \$347,189 and a contingency in the amount of \$16,610 for a total cost of \$363,799.

BACKGROUND/DISCUSSION: The community-wide survey last year consisted of several comments from residents emphasizing the importance of bike paths in the City. Resurfacing the city owned McClory bike path from Illinois to Ryan was therefore budgeted for FY25 as it is past it's useful life. The original bids were significantly lower than the budgeted amount, therefore the bids were rejected so the project could be rebid with extended project limits (See Budget/Fiscal Impact section for additional information). The remaining portion of the path resurfacing from Westleigh to Old Elm is currently in the FY27 budget as a priority 1-non funded.

The tentative schedule is work starting after school is out for the summer approximately June 10 with an anticipated completion date prior to the July 4 holiday. The bike path will be completely closed during construction for safety, with a signed detour via Westleigh-Sheridan-College. A letter will be sent to residents and businesses within the limits of the project two weeks prior to start of construction. The City's website, under "Construction Updates", will also provide details on the construction schedule.

PROJECT REVIEW/RECOMMENDATIONS:

| Reviewed | Date | Comments |
|------------------------|------------|--|
| Public Works Committee | 5/6/2024 | Reviewed & Recommended City Council Approval |
| Finance Committee | 11/13/2023 | Included with FY '25 Capital Plan |

BUDGET/FISCAL IMPACT: The original project scope (Illinois to Ryan for ~0.68 miles) was placed out to bid in late March with a subsequent bid opening on April 11, 2024 with a low-responsible bid in the amount of \$196,795 which is significantly less than the budgeted \$350,000. Staff rejected these bids in order to re-bid the project with extended limits (Illinois to Westleigh for ~1.26 miles). The revised project scope with extended project limits, was placed out to bid in mid-April with a subsequent bid opening on May 2, 2024. Six contractors picked up plans, with a total of four bids received. City engineering staff will oversee the contractor, and work with the Communications Director to ensure progress updates are provided weekly to the public. Has City staff obtained competitive pricing for proposed goods/services? **Yes**

The following is a summary of the four bids received:

| Company Name | Bid Amount |
|-----------------------------------|------------------|
| Maneval Construction | \$332,189 |
| Peter Baker & Son Co. | \$377,305 |
| Schroeder Asphalt Services, Inc. | \$384,809 |
| A Lamp Concrete Contractors, Inc. | \$494,964 |

A portion of the path is in close proximity to a shallow fiber-optic line. Staff is requesting an additional \$15,000 allowance be added to the base-bid for any adjacent underground fiber-optic repairs that need to be made.

The low bidder, Maneval Construction, recently completed the Elawa Parking Lot project to the satisfaction of City staff.

Below is an estimated summary of the project budget:

| FY 2025 Funding Source | Total Amount Budgeted | Amount Requested | Budgeted Y/N |
|------------------------------------|-----------------------|------------------|--------------|
| Capital Fund 311-5103-478.78-09 | \$350,000 | \$363,799 | Y |

Amount in excess of the budget will be funded from Capital Improvement Fund reserves. A supplemental appropriation will be submitted for City Council approval at a later date if needed.

COUNCIL ACTION: Award of the Low Bid for the McClory Bike Path Resurfacing project to Maneval Construction, and Authorize the City Manager to Execute an Agreement in the Amount of \$347,189 as well as Approving a Contingency in the Amount of \$16,610 for a Total Cost of \$363,799

14. Consideration of a recommendation from staff to authorize the City Manager to enter into a contract for planning and design services to support development and preparations for implementation of a Streetscape Enhancement Plan for Bank Lane with The Lakota Group and Thomas Engineering in an amount not to exceed \$65,250.

STAFF CONTACT:

Catherine Czerniak, Director of Community Development (810-3504)

PURPOSE AND ACTION REQUESTED: City Council authorization is requested to engage The Lakota Group and Thomas Engineering, working as partners, to assist the City in implementing one of the priorities of the recently approved Central Business District Chapter of the City's Comprehensive Land Use Plan.

BACKGROUND/DISCUSSION:

The updated Comprehensive Land Use Plan identifies Bank Lane as an opportunity area and as a priority. The Plan offers the following recommendation:

- *Bank Lane*
Develop a plan and timeline for enhancements to Bank Lane to create a distinctive and welcoming walkable corridor. Establish a process, conduct the necessary studies, allocate funding and provide opportunities for public input. Encourage private investment by leading through public investment in infrastructure along this corridor.

Based on the foundation established by the Comprehensive Land Use Plan and direction from the City Council, a Request for Proposals was issued seeking a firm(s) to assist the community in creating a Streetscape Enhancement Plan for Bank Lane, preparing initial documents to support implementation, and developing preliminary cost estimates for the various components of the Streetscape Plan.

The RFP invited "creative, engaging, and qualified firms" and set out that the plan should be developed in the context of the following:

- Compatibility with the historic visual character of the Central Business District and Market Square.
- Functionality and pedestrian friendliness.
- Creating a unique experience.
- Ability to accommodate service needs of businesses.
- Durability, ease of maintenance.
- Sustainability.
- Coordination with other planned improvements: Deerpath Streetscape Improvements (see document linked above) and Infrastructure Upgrades (yet to be determined).

In response to the RFP, the City received proposals from six firms each of which offered a range of experience, expertise, and creativity. Consistent with standard City practice, the proposals were reviewed and evaluated by a multi-disciplinary team of City staff. After careful deliberation, staff is recommending that The Lakota Group, in partnership with Thomas Engineering, be engaged for the Bank Lane project. Staff recognizes that this group did not come forward with the lowest cost proposal however, the recommendation is based on the following reasons.

- Both The Lakota Group and Thomas Engineering are playing critical roles in the Deerpath Streetscape project and have proven to be responsive, sensitive to the character of the community, and creative in addressing challenges.
- The intersection of Deerpath and Bank Lane is a prominent feature of the Central Business District coordinated planning for this gateway is essential.
- Community engagement of various stakeholders is a focus of the proposal presented by Lakota/Thomas including design charette exercises, public workshops, and online input opportunities.

- The proposal builds on the work done and discussions had during the recent update to the Central Business District Chapter.
- A tight timeline is presented to maintain momentum and interest throughout the planning process and to assure coordination with related projects.
- Both firms have a proven track record of working collaboratively and openly with Lake Forest staff and residents on design projects in the past.

BUDGET/FISCAL IMPACT:

As part of the FY 2025 budget, the City Council approved funding for planning and implementing streetscape enhancements on Bank Lane, \$120,000 for developing and preparing for implementation of a streetscape enhancement plan, and additional funding for near term capital improvements recommended by the plan once approved.

Below is a list of the firms that responded to the RFP and the costs for service.

| Company | Not to Exceed Cost of Service |
|---------------------------------|-------------------------------|
| Teska Associates, Inc. | \$56,780 |
| Kimley Horn | \$59,400 |
| Lakota Group/Thomas Engineering | \$65,250 |
| Hitchcock Design Group | \$76,000 |
| Hoerr Schaudt | \$79,250 |
| Moule & Polyzoides | \$124,000* |

* not including reimbursables

| FY2025 Funding Source | Amount Budgeted | Amount Requested | Budgeted Y/N |
|-------------------------------------|-----------------|---------------------------|--------------|
| Capital Fund #311-3703-478-78-22 | \$120,000 | Not to Exceed \$65,250 | Yes |

As noted above, an RFP was issued and widely distributed directly and through online platforms including those specifically directed at planning firms. Competitive pricing was invited from all interested firms.

COUNCIL ACTION: If determined to be appropriate by the City Council, authorize the City Manager to enter into a contract for planning and design services to support development and preparations for implementation of a Streetscape Enhancement Plan for Bank Lane with The Lakota Group and Thomas Engineering in an amount not to exceed \$65,250

15. Consideration of a Waiver of Permit Fees Related to the Garden Initiative Project at the History Center of Lake Forest – Lake Bluff. (Approval by Motion)

STAFF CONTACT: Catherine Czerniak
Director of Community Development (810-3504)

PURPOSE AND ACTION REQUESTED: As provided for in the City's Administrative Directives, 3 – 7, City Council approval is required for the waiver of fees in excess of \$5,000.

BACKGROUND/DISCUSSION: A significant project is underway at the History Center of Lake Forest – Lake Bluff, 509 E. Deerpath, to address functional issues on the site, primarily drainage and parking, while at the same time, creating multiple gardens around the History Center buildings to educate and delight visitors by showcasing the history of local landscape design from traditional to modern eras. On site parking will be improved as part of the project.

BUDGET/FISCAL IMPACT: The City Council has routinely waived permit fees for not for profit entities for projects that give back to and enhance the community. The amount of the permit fees to be waived is noted below.

| Construction Permit Fees | Permit Fees | Amount of Fee Waiver Requested |
|--|-------------|--------------------------------|
| History Center of Lake Forest – Lake Bluff | \$9,079.01 | \$9,079.01 |

COUNCIL ACTION: If desired by the City Council, approve a motion waiving permit fees in the amount of \$9,079.01 for the History Center of Lake Forest – Lake Bluff

16. Consideration of a Waiver of Permit Fees Related to the Construction of a New Boardwalk Extending from the Forest Park Tableland to the Forest Park Beach. (Approval by Motion)

STAFF CONTACT: *Catherine Czerniak*
 Director of Community Development (810-3504)

PURPOSE AND ACTION REQUESTED: As provided for in the City's Administrative Directives, 3 – 7, City Council approval is required for the waiver of fees in excess of \$5,000.

BACKGROUND/DISCUSSION: The original boardwalk at Lake Forest Beach was closed and removed in 2018, after 30 years, it had served its useful life. Through a combination of public and private financing, a new boardwalk is being constructed now that stabilization work on the bluff is completed. Like the original boardwalk, the new boardwalk will provide the opportunity for a scenic, safe, and comfortable walk down to the beach for residents and visitors. The gentle slopes of the boardwalk will be user friendly to young and old, people with mobility challenges, and parents and caregivers with strollers.

BUDGET/FISCAL IMPACT: The City Council has routinely waived permit fees for not for profit entities for projects that give back to and enhance the community. The amount of the permit fees to be waived is noted below.

| Construction Permit Fees | Permit Fees | Amount of Fee Waiver Requested |
|--------------------------|-------------|--------------------------------|
| Beach Walkway and Ramp | \$16,890.00 | \$16,890.00 |

COUNCIL ACTION: If desired by the City Council, approve a motion waiving permit fees in the amount of \$16,890.00 the boardwalk project

17. Consideration of Ordinances Approving Recommendations from the Building Review Board for 1015 S. Waukegan Road, 1400 Oak Knoll Drive and 980 Mellody Road (First Reading, and if Desired by the City Council, Final Approval)

STAFF CONTACT: *Catherine Czerniak,*
Director of Community Development (810-3504)

PURPOSE AND ACTION REQUESTED: The following recommendations from the Building Review Board are presented to the City Council for consideration as part of the Omnibus Agenda.

BACKGROUND

1015 S. Waukegan Road – (Starbucks) The Building Review Board recommended an Ordinance granting approval of the design aspects of a new commercial building for Starbucks and the related site improvements. No public testimony was presented on this petition. (Board vote - 6 to 0)

1400 Oak Knoll Drive – The Building Review Board recommended an Ordinance granting approval of a new residence on a vacant lot and the related site improvements. Two neighbors offered testimony in support of the petition. (Board vote - 6 to 0)

980 Mellody Road – The Building Review Board recommended an Ordinance granting approval of partial demolition, additions and alterations to the existing residence and approval of related site improvements. One neighbor spoke in support of improvements to the property and requested that construction vehicle parking be carefully managed due to the location of the property on a corner. (Board vote - 6 to 0)

Ordinances approving the petitions as recommended by the Building Review Board, with key exhibits attached, are included in the Council packet beginning on **page 40**. The Ordinances, complete with all exhibits, are available for review in the Community Development Department.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinances approving the petitions in accordance with the Building Review Board's recommendations.

18. Consideration of Ordinances Approving Recommendations from the Zoning Board of Appeals for 872 Northmoor Road and 285 Rose Terrace. (First Reading, and if Desired by the City Council, Final Approval)

STAFF CONTACT: *Catherine Czerniak,*
Director of Community Development (810-3504)

PURPOSE AND ACTION REQUESTED: The following recommendations from the Zoning Board of Appeals are presented to the City Council for consideration as part of the Omnibus Agenda along with the associated Ordinances.

BACKGROUND

872 Northmoor Road – The Zoning Board of Appeals recommended approval of an Ordinance granting a variance to allow a covered front porch to extend into the front yard setback. No public testimony was presented on this petition. (Board vote: 5-0, approved)

285 Rose Terrace – The Zoning Board of Appeals recommended approval of an Ordinance granting a variance to allow expansion and modifications to a detached garage within the side yard setback. No public testimony was presented on this petition. (Board vote: 5-0, approved)

Ordinances approving the variances as recommended by the Zoning Board of Appeals, with key exhibits attached, are included in the Council packet beginning on **page 62**. The Ordinances, complete with all exhibits, are available for review in the Community Development Department.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of Ordinances approving variances from zoning setbacks for 872 Northmoor Road and 285 Rose Terrace in accordance with the Zoning Board of Appeals' recommendations.

19. Consideration of a Recommendation from the Plan Commission in Support of an Ordinance Approving an Updated City of Lake Forest Official Zoning Map. (First Reading, and if desired by the City Council, Final Approval)

STAFF CONTACT: CATHERINE CZERNIAK,
DIRECTOR OF COMMUNITY DEVELOPMENT (810-3504)

Periodically, as required by State Statute, the City re-approves the Official Zoning Map for the City with updates to reflect zone changes that have been approved since the map was last approved. This action does not rezone any properties and only incorporates previously approved zone changes into the updated Zoning Map. The Official Zoning Map was last updated in 2019.

In May, the Plan Commission unanimously recommended approval of the updated Zoning Map. Two zone changes that were approved by the City Council since the Zoning Map was last updated are incorporated into the map.

- R-4, Single Family Residence, to OA, Open Area – City of Lake Forest Recreation Center. (approved 2023)
- R-1, Single Family Residence, to GR-3, General Residence – portion of 373 E. Westminster. (approved 2021)

The ordinance approving the updated Zoning Map is included in the Council packet beginning on **page 76**. The updated map is attached as an exhibit to the Ordinance.

COUNCIL ACTION: Waive first reading and grant final approval of an ordinance approving the Official Zoning Map, 2024

COUNCIL ACTION: Approve the nineteen (19) omnibus items as presented

6. OLD BUSINESS

7. NEW BUSINESS

8. ADDITIONAL ITEMS FOR DISCUSSION/ COMMENTS BY COUNCIL MEMBERS

1. EXECUTIVE SESSION

Adjournment into Executive Session

Reconvene into Regular Session

9. ADJOURNMENT

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

Office of the City Manager

May 15, 2024

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.

RESOLUTION

WHEREAS, KARL M. WALLDORF has been a dedicated employee of The City of Lake Forest since January 4, 1994; and

WHEREAS, KARL M. WALLDORF honorably retired from the City on April 26, 2024 after serving the residents of Lake Forest in various capacities within the Police Department for over 30 years as he progressed through his career ultimately advancing to the position of Police Chief in 2016; and

WHEREAS, KARL M. WALLDORF served in the following roles during his steadfast career: Police Officer, Detective, Arrest Team Supervisor with NIPAS Mobile Field Force, CALEA Accreditation Manager, Director of Firearms Training, Police Pension Board President, Assistant Team Commander for NIPAS Mobile Field Force, Board of Directors for Northwest Police Academy, Major Crime Task Force Executive Board Chairman, Patrol Sergeant, Commander, Deputy Police Chief, Police Chief; and

WHEREAS, KARL M. WALLDORF had the distinguished honor to work with with 10 Mayors, 2 City Managers, 4 Police Chiefs, 1 Public Safety Director and 4 Fire Chiefs; and

WHEREAS, KARL M. WALLDORF was the driving force behind the creation for the Lake Forest Police Department’s Citizen Police Academy which offers residents the opportunity to learn about the day to day operations of a modern day Police Department and the challenges faced; and

WHEREAS, KARL M. WALLDORF promoted community engagement seeing events and fundraisers like Buns and Hoses Burger Battle, Cop on a Rooftop, Bike Rodeo, CROYA Donut Bowl, Toys for Tots, and Autism Awareness events as a way to build bridges between Police Officers and community members of all ages; and

WHEREAS, KARL M. WALLDORF was among the first in his field to understand the need for enhanced mental health resources for the community and for Police personnel and effectively advocated for the addition of a social worker and chaplain positions to address the need; and

WHEREAS, KARL M. WALLDORF valued relationships and was a mentor, he positively impacted the lives of his colleagues, residents, business owners, and residents old and young; and ; and

WHEREAS, KARL M. WALLDORF will be sincerely missed by his friends and colleagues and the residents of Lake Forest and we wish him well as he embarks on a new chapter in life.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE FOREST that the Council, on behalf of the City organization and the residents of the community, hereby expresses its appreciation and gratitude to **KARL M. WALLDORF** for a public service faithfully performed; and

BE IT FURTHER RESOLVED that this Resolution be appropriately inscribed and conveyed to **KARL**, with a copy to be included in the official minutes of the May 20, 2024 meeting of the Lake Forest City Council.

The City of Lake Forest
CITY COUNCIL MEETING
Proceedings of the Monday, April 15, 2024
City Council Meeting – City Council Chambers
220 E Deerpath, Lake Forest, IL 60045

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

Present: Honorable Mayor Tack, Alderman Novit, Alderman Waldeck, Alderman Powers, Alderman Notz, Alderman Preschlack, Alderman Goshgarin, Alderman Weber, and Alderman Walther.

Absent:

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE was recited by all.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

Mayor Tack noted that Tuesday will round out the last of the City’s Ward meetings at Gorton.

COMMENTS BY CITY MANAGER

None this evening

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

None this evening

COMMITTEE REPORTS

FINANCE COMMITTEE

1. Approval of the Comprehensive Fiscal Plan for FY2025

Jim Preschlack, Finance Committee Chairman reported that the Comprehensive Plan has been in the works for the last 7 months and includes the annual operating and capital budget for FY25, 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. Elizabeth Holleb reviewed slides that included integration with the Strategic Plan, the General Fund with a projected surplus, City wide budget with all Funds to include revenue and expenses, and personnel costs. The General Fund Forecast was shared along with the 2025-2029 Capital Improvement Plan. Ms. Holleb stated the proposed plan is balanced with all operating expenditures covered from current revenues. Capital expenditures are funded from current revenues and reserves in excess of the City Council’s Fiscal Policy.

The City Council had lengthy discussion on Fund targets, Aaa bond rating, the State of Illinois financial crisis, proposed grocery tax impact. Personnel cost stability, the CIP budget and pension obligations.

Mayor Tack asked if there was anyone who would like to make a comment. Seeing none, he asked for a motion.

COUNCIL ACTION: Approval of the Comprehensive Fiscal Plan for Fiscal Year 2025

Alderman Preschlack made a motion to approve the Comprehensive Fiscal Plan for Fiscal Year 2025, seconded by Alderman Powers. The following voted "Aye": Alderman Novit, Waldeck, Notz, Powers, Preschlack, Goshgarian, Weber, and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

2. Consideration of an Ordinance making a Supplemental Appropriation for the Fiscal Year Beginning May 1, 2023 and Ending April 30, 2024 (First Reading, and if Desired by the City Council, Final Approval)

Elizabeth Holleb, Finance Director reported for council consideration, to approve a supplemental appropriation Ordinance at the end of each fiscal year for any fund that is anticipated to exceed the original appropriation. Ms. Holleb reviewed the funds that based on year end estimates provided by operating departments during the FY2025 budget development. Those Funds included Lake Forest Hospital Project Fund, Park and Public Land Fund, and Emergency Telephone Fund,

The supplemental appropriation required to meet legal compliance as presented in the proposed Ordinance increases city-wide expenses for FY24 by \$1,035,000. The supplemental appropriation is funded from fund balance reserves in each applicable fund.

Mayor Tack asked if there was anyone who would like to make a comment. Seeing none, he asked for a motion.

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinance (page 20) making a supplemental appropriation for the fiscal year beginning May 1, 2023 and ending April 30, 2024.

Alderman Notz made a motion to waive first reading and grant final approval of the Ordinance making a supplemental appropriation for the fiscal year beginning May 1, 2023 and ending April 30, 2024, seconded by Alderman Weber. The following voted "Aye": Alderman Novit, Waldeck, Notz, Powers, Preschlack, Goshgarian, Weber, and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

PUBLIC WORKS COMMITTEE REPORT

1. 2024 Patching & Resurfacing Project Overview (for omnibus vote consideration)

Chairman Ara Goshgarian reported this patching and resurfacing project is in conjunction with Lake Bluff and MFT funds will be utilized for the resurfacing while local capital funds will be utilized for patching. Once the bid is awarded, correspondence with those impacted will be shared. The City Council had discussion on MFT tax and electric vehicle taxes along with contingency, noting that contingency is built into this project.

ENVIRONMENTAL SUSTAINABILITY COMMITTEE REPORT

1. Earth Month Activities, Sustainability Initiatives and Committee Updates

Chairman Eileen Looby Weber noted that April is Earth Month. It is also Arbor Day and to celebrate Lake Forest has saplings available at various locations throughout the City. She reviewed a number of events happening in the next six weeks. Chairman Weber reviewed the role of the Environmental and Sustainability Committee as to provide policy guidance and input on capital and operating budget initiatives that forward the City's long history of proactive environmental and eco-conscious planning. The Committee also consistently works on efforts for greater public education and communication to raise awareness and engagement on sustainability issues. The Committee identified four priority areas through both internal and external engagement processes which include:

1. Opportunities for the City to build upon small successes including Greenhouse Gas Emissions (Climate resilience)
2. Waste Management/Reduction
3. Stormwater Management
4. Health & Wellness

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| ITEMS FOR OMNIBUS VOTE CONSIDERATION |
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1. **Approval of April 1, 2024, City Council Meeting Minutes**
2. **Approval of the FY25 Personnel Policies and Practices, Administrative Directives, and Pay Plan Changes**
3. **Approval to authorize the City Manager to Execute a two-year Professional Services Agreement in a form acceptable to the City Attorney for Concession Services at Deerpath Community Park with Kemper Sports Management**
4. **Authorization to Dispose of City Property to the Highest Bidder, Kevin Hill, for the Sale of the 2003 Freightliner Union City Building Maintenance Section Van in the Amount of \$6,631**
5. **Approval of a Purchase of a Replacement Cemetery Section, Medium Sized Utility Truck, to CIT Trucks (chassis) in the Amount of \$54,886 and Lindco Equipment Sales (body) in the Amount of \$28,299 for a Grand Total Cost of \$83,185**
6. **Award of the Low Bid for the 2024 Patching & Resurfacing Project to Schroeder Asphalt Services, Inc., and Authorize the City Manager to Execute an Agreement in the Amount Not to Exceed \$1,085,000**
7. **Approval of Design Engineering Services for the Scott-Wisconsin and Griffith-Woodland Storm Sewer Improvements to Gewalt Hamilton Associates Company, Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$40,400 to Include a 5% Contingency in the Amount of \$2,020 for a Total Cost of \$42,420**

Mayor Tack asked members of the City Council if there were any items that they would like removed or taken separately. Seeing none, he asked for a motion.

COUNCIL ACTION: Approve the seven (7) omnibus items as presented.

Alderman Preschlack made a motion to approve the seven (7) Omnibus items as presented, seconded by Alderman Weber. The following voted "Aye": Alderman Novit, Waldeck, Notz, Powers, Preschlack, Goshgarian, 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.

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| OLD BUSINESS |
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| NEW BUSINESS |
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1. Consideration of a Resolution Approving a Purchase and Sale Agreement for the Acquisition of the Building and Property Located at 1925 Field Court for Adaptive Reuse as a New City of Lake Forest Police Facility, and approval of Contracts for Building and Site Assessments and a Space Needs Analysis. (Approval of a Resolution and Approval of Contracts Motion)

Mayor Tack made opening comments that included that 95% of Community-Wide Survey respondents ranked overall safety as a very important factor when choosing to live in Lake Forest. With the results of the Community Survey in hand and understanding the limitations of the existing Public Safety Building, the City Council began discussions about making planning for a new police facility a priority. The process has moved faster than anticipated and I am excited that we're here tonight to consider a potential property.

City Manager Jason Wicha gave an overview of what the Council can expect to hear this evening. It included the need for a new facility, the exploration process, 1925 Field Court building and site, Purchase Sale Agreement details, due diligence, whole Building and Site Assessment along with a space needs analysis. Mr. Wicha reported that Space and needs in the 1960's were quite different and while Policing has evolved over the past 30 years a more diverse department with specialty positions is the normal and expectations of the Community are higher than ever and rightfully so.

Mike Lange, Deputy Chief of Police reported on the challenges and opportunities at hand. Public Safety Building constructed in 1960s for both Police and Fire. Current building and site does not adequately accommodate personnel, vehicles, and equipment for both departments. And a new Police facility designed to accommodate modern police practices, technology, training and equipment.

City Manager Jason Wicha reported that after City Council identified a new police station as a priority earlier this year, staff began identifying and evaluating possible locations for a new police facility, along with available land for a new building with the necessary on site parking is limited. Mr. Wicha went on to say, the search focused on sites that could accommodate the specialized needs of a Police Facility without conflicting with existing uses or development in the surrounding area, and without negatively impacting the community's character. Additionally, studies were conducted of police facilities recently constructed in other nearby communities. And the costs associated with land acquisition, new construction, and adaptive reuse of existing buildings were researched.

City Manager Wicha stated 1925 Field Court was determined to provide the greatest opportunity for adaptive reuse to meet the City's needs. As a three story, 98,304 square foot building located in Conway Park, while the building exceeds the currently anticipated square footage needed for a Police Facility, it provides flexibility for the future and opens the door for discussions with other public safety agencies that may be interested in available office space. The building lends itself to configuring both publicly accessible and secured areas both inside the building and outside, on the site. It has a full underground garage with 66 parking spaces which is optimum for police vehicles and provides for secure and safe passage into the building while accommodating some specialized needs of a Police Facility. The proximity of the building to the City's Municipal Services Facility where police vehicles are maintained and fueled and is a compatible and complimentary use to the established offices uses in Conway Park and is permitted by the current zoning. Lastly the presence of the Police Facility will be low key but could be significant in attracting new tenants to the park due to an increased sense of security.

Mr. Wicha went on to say, negotiations with representatives of the seller, DP West Lake at Conway, proceeded quickly resulting in the Purchase Sale Agreement that is presented to the City Council for consideration this evening. The City has the unique financial opportunity to acquire the vacant office building at 1925 Field Court for a competitive price of \$3.5 million (or \$37 per square foot of office space) and renovate it into a police station. In 2022, the property was appraised at \$12.5 million. The economically advantageous proposed purchase price would not have been possible five years ago and likely won't be possible 3-5 years from now.

He further explained the City has the right to terminate the PSA for any reason or no reason prior to the expiration of the examination period and receive a refund of its earnest money deposit (except for the non-refundable portion of any extended earnest money, if applicable). Interior buildout of the space would follow acquisition of the property and completion of the Space Needs Analysis. The Space Needs Analysis will identify essential elements of a modern Police Facility, “should haves,” and “nice to have” spaces and components. Planning for the buildout of the interior would occur as a next step in this process, over the course of several months. Once the City owns the building, the planning process for buildout of the interior will engage residents with relevant expertise and invite opinions, ideas, and questions from the community as has traditionally occurred with significant projects such as the Water Treatment Plant expansion project and most recently, the Deerpath Park Athletic Fields.

City Manager Wicha summarized what a unique opportunity this is. In alignment with the City’s commitment to financial stewardship and environmental sustainability, adaptive reuse is more cost-effective and environmentally responsible than constructing a new facility and given the competitive price the City has the opportunity to purchase the 1925 Field Court property for, the investment to acquire the property and renovate now would be significantly less than what the City would pay to purchase land and construct a new facility sometime in the next 7-10 years.

He said for comparison, the Village of Wilmette is also considering funding a new police facility and a recent report’s preliminary estimated showed projected costs for a new facility between \$53 million to \$55 million, not including land acquisition. With a shortage of undeveloped land in Lake Forest, there aren’t many viable locations for building a new police station. Moving forward with this property would have the benefit of enhancing police operations while providing significant long-term savings to future generations of Lake Foresters.

City Manager Wicha then shared next steps if approved that included a due diligence period from April to July that would include space need analysis, whole building and site assessment and a Phase 1 Environmental site assessment.

Kevin Zelk, Deputy Chief of Police stated that in anticipation of possible Council action to enter into a Purchase Sale Agreement, the City issued two Requests for Proposals (RFP). The RFPs were issued recognizing that the Purchase Sale Agreement would require the City to move quickly to comprehensively assess the condition and suitability of the building and site for a new Police Facility and gain an understanding of the estimated short- and long-term costs associated with the site and building. The specific building being considered was not disclosed in the RFPs, pending City action. Both RFPs were issued using the standard City processes for soliciting proposals and were posted through online databases as well as sent directly to firms known to have expertise in the topic areas. Deputy Chief Zelk reported that, Importantly, both RFPs highlighted the importance of an expedited process to assure that comprehensive information is provided to the City Council within the due diligence period provided to allow an informed decision to be made on whether to proceed with the purchase of the property. Four firms responded to each RFP. A team of City staff from various departments reviewed the proposals based on qualifications of team members, experience, understanding of the scope of the project, expertise in the topic areas, and cost.

Mr. Zelk gave an overview of the RFP that invited qualified firms to submit proposals to conduct a whole building and site assessment. The assessment includes, but is not limited to, evaluating the structure of the building, the various mechanical systems, elevators, life safety components, and environmental conditions.

The Concord Group is comprised of an experienced and skilled group of engineers. Recent projects include buildings assessments for the City of Chicago, City of Racine, WI, and the Village of Elmwood Park. These assessments included evaluation of structural elements, mechanical systems, life safety systems, ADA compliance and more with a focus on current conditions and life expectancy of the various building components as well as evaluation of the outdoor elements of the site. Of note, The Concord Group has a

professional cost estimator in house to provide valuable information on anticipated short-term repair, replacement, and maintenance costs as well as longer costs as building components reach the end of life.

Kevin Zelk, Deputy Chief of Police stated that FGM Architects is a leader in the planning and design of police facilities. Members of the FGM firm regularly participate in public safety conferences leading discussions and educating others on this topic. Lake Forest Police Department personnel have benefited from these sessions and have seen members of the firm in action and have been impressed. Current and recent projects, in a long list of FGM projects, include a space needs analysis for the Village of Wilmette Police Department and leading the Village of Rosemont in adapting a large office building for the Police Department. In 2020, FGM designed the award-winning Mount Prospect Police Facility which was an adaptive reuse of an existing building.

The City Council had lengthy discussion on a number of topics throughout the presentation that included Lake Forests survey results on public Safety being the number one priority, the PSA, needs vs. wants, the ability to fulfill obligations to the citizens, the site, the current Public Safety Building and the opportunities that exist for the Fire Department. Is 90 days enough, contingency amounts on the contracts, timeline, avoiding substantial costs into the future, the financial opportunity and uniqueness of the circumstance, advantage to adaptive reuse of a building, aspects of each RFP, how Policing has changed, and continues to change in the future, the economic environment that has created the opportunity to think strategically about this building. City finances are in order to allow for this opportunity.

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

COUNCIL ACTION

By motion:

- 1) Approve a Resolution approving and authorizing the execution of a Purchase and Sale Agreement with DP West Lake at Conway to acquire the Real Property at 1925 Field Court for the purchase price of \$3,500,000 with a 90 day due diligence period and authorizing payment of an earnest money deposit in the amount \$100,000.**
- 2) Authorize the City Manager to enter into a contract with FGM Architects for a Space Needs Analysis for the Police Department in the amount of \$24,400 plus a \$6,100 contingency for a total of \$30,500.**
- 3) Authorize the City Manager to enter into a contract with Concord Group for a whole building and site assessment at 1925 Field Court Department in the amount of \$19,950 plus a \$5,000 contingency for a total of \$24,950.**
- 4) Authorize an advance from 2025 funding to cover work completed, if any, prior to May 1, 2024.**

Alderman Notz made the following motions, Approve a Resolution approving and authorizing the execution of a Purchase and Sale Agreement with DP West Lake at Conway to acquire the Real Property at 1925 Field Court for the purchase price of \$3,500,000 with a 90 day due diligence period and authorizing payment of an earnest money deposit in the amount \$100,000, *and* Authorize the City Manager to enter into a contract with FGM Architects for a Space Needs Analysis for the Police Department in the amount of \$24,400 plus a \$6,100 contingency for a total of \$30,500, *and* Authorize the City Manager to enter into a contract with Concord Group for a whole building and site assessment at 1925 Field Court Department in the amount of \$19,950 plus a \$5,000 contingency for a total of \$24,950, *and* Authorize an advance from 2025 funding to cover work completed, if any, prior to May 1, 2024, seconded by Alderman Weber. The following voted "Aye": Alderman Novit, Waldeck, Notz, Powers, Preschlack, Goshgarian, Weber, and Walther. The following voted "Nay": none. 8-Ayes, 0-Nays, motion carried.

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| ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS |
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| ADJOURNMENT |
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There being no further business Mayor Tack asked for a motion to adjourn. Alderman Weber made a motion to adjourn, seconded by Alderman Preschlack. Motion carried unanimously by voice vote at 8:16 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.

The City of Lake Forest
SPECIAL CITY COUNCIL WORKSHOP MEETING
Proceedings of the Monday, April 29, 2024
City Council Meeting – City Council Chambers
220 E Deerpath, Lake Forest, IL 60045

CALL TO ORDER AND ROLL CALL: Honorable Mayor Tack called the meeting to order at 6:04 p.m., and City Clerk Margaret Boyer called the roll of Council members.

Present: Honorable Mayor Tack, Alderman Novit, Alderman Powers, Alderman Notz, Alderman Preschlack, Alderman Goshgarin, Alderman Weber, and Alderman Walther.

Absent: Alderman Waldeck.

CALL TO ORDER AND ROLL CALL

1. Strategic Plan Discussion

- **Facilitator Patrick Ibarra, Mejorando Group**

Facilitator Patrick Ibarra lead the Strategic Plan discussion with the City Council. This included a review of planned activities for the week, review of feedback already received from Council members, explored various trends and discussed potential updates to the current Strategic Planning Goals.

2. Opportunity for Public Comment

None this evening

3. Adjournment

There being no further business Mayor Tack asked for a motion to adjourn. Alderman Preschlack made a motion to adjourn, seconded by Alderman Walther. Motion carried unanimously by voice vote at 7:20 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.

The City of Lake Forest
CITY COUNCIL MEETING
FIRST SESSION
Proceedings of the Monday, May 6, 2024
City Council Meeting – City Council Chambers
220 E Deerpath, Lake Forest, IL 60045

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

Present: Honorable Mayor Tack, Alderman Novit, Alderman Waldeck, Alderman Powers, Alderman Notz, Alderman Preschlack, Alderman Goshgarin, and Alderman Weber.

Absent: Alderman Walther

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE was recited by all.

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

COMMENTS BY CITY MANAGER

A. Deerpath Technology Review
- **Jim Shaw, Director of Innovation and Technology**

City Manager Wicha introduced Jim Shaw, Director of Innovation and Technology. Mr. Shaw gave an overview and a demonstration of the Sports Camera in the Parks.

The City Council remarked that the results exceeded their expectations.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

Vince Sparrow addressed the Council on behalf of neighbors related to an incident in their neighborhood. Kate Galloway offered her opinion to the Council on crime in general.

COMMITTEE REPORTS

ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. **Approval of the Check Register for the Period of March 23 – April 26, 2024**
2. **Approval of Ordinance Terminating Special Service Area 29 and Declaring Surplus to be Refunded to Impacted Property Owners (First Reading, and if Desired by the City Council, Final Approval)**
3. **Consideration of an Ordinance Amending the City of Lake Forest City Code Regarding the Class I-1 Liquor License (First reading and if appropriate final approval)**

4. **Approval of a Recommendation from the Parks & Recreation Board and the Public Works Committee to Award the West Park Tennis Court Reconstruction Design Project to Kapur & Associates and Authorize the City Manager to Execute an Agreement in the Amount of \$22,650 to Include a 10% Contingency in the Amount of \$2,200 for a Total Cost of \$24,850**
5. **Award One Year Extension of the City’s Contract with Wachs Water Services for Valve Exercising Service included in the Operating Capital Budget for the sum of \$22,438**
6. **Award One Year Extension of the City’s Contract with Consulting Engineering, Inc. for Leak Detection Service included in the Operating Capital Budget for the Sum of \$22,508**
7. **Approval of a Recommendation from the Public Works Committee to Award the Walden Ravine Design to Hey and Associates and Authorize the City Manager to Execute an Agreement in the Amount of \$119,000 to Include a 5% Contingency in the Amount of \$5,595 for a Total Cost of \$124,595**
8. **Approval of a Recommendation from the Public Works Committee to Award the Cemetery Ravine Design to Living Waters Consultants and Authorize the City Manager to Execute an Agreement in the Amount of \$49,750 to Include a 5% Contingency in the Amount of \$2,400 for a Total Cost of \$52,150**

Mayor Tack asked members of the City Council if there were any items that they would like removed or taken separately. Seeing none, he asked for a motion.

COUNCIL ACTION: Approve the eight (8) omnibus items as presented.

Alderman Waldeck made a motion to approve the eight (8) Omnibus items as presented, seconded by Alderman Weber. The following voted “Aye”: Alderman Novit, Waldeck, Notz, Powers, Preschlack, Goshgarian, and Weber. 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 |
|---------------------|

| |
|---------------------|
| NEW BUSINESS |
|---------------------|

| |
|--|
| ADDITIONAL ITEMS FOR COUNCIL DISCUSSION/COMMENTS BY COUNCIL MEMBERS |
|--|

With Thanks and Appreciation Presentation

- City Manager, Jason Wicha

Jason Wicha, City Manager, presented Alderman Waldeck and Alderman Preschlack each with a certificate for a tree to be planted in their honor, along with a personalized City street sign.

1. **Final words for departing Council Members from remaining Council Members for Alderman Waldeck and Alderman Preschlack**

The City Council expressed sincere gratitude for the service of departing Alderman Waldeck and Alderman Preschlack, saying a few words regarding each of their service to the City.

2. Final comments from Alderman Waldeck and Alderman Preschlack

Alderman Waldeck and Alderman Preschlack made closing remarks to the Council, Residents, and Staff about their tenure and accomplishments on the City Council.

| |
|--------------------|
| ADJOURNMENT |
|--------------------|

There being no further business Mayor Tack asked for a motion to adjourn. Alderman Preschlack made a motion to adjourn, seconded by Alderman Waldeck. Motion carried unanimously by voice vote at 7:48 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.

The City of Lake Forest
CITY COUNCIL MEETING
SECOND SESSION
Proceedings of the Monday, May 6, 2024
 City Council Meeting – City Council Chambers
 220 E Deerpath, Lake Forest, IL 60045

CALL FOR ORGANIZATION OF THE 2024-2025 LAKE FOREST CITY COUNCIL

The City Clerk Called for the Organization of the 2024-2025 Lake Forest City Council and asked the Alderman Elect to step forward to have the Oath of Office administered. Photos were taken.

CITY CLERK ADMINISTERS THE OATH OF OFFICE TO:

- First Ward Alderman-Elect - - Nancy P. Novit
- First Ward Alderman 1 Year Unexpired Term – Peter Clemens
- Second Ward Alderman-Elect - - Edward U. Notz Jr.
- Third Ward Alderman-Elect - - Alice LeVert
- Fourth Ward Alderman-Elect - - Eileen Looby Weber

CALL TO ORDER AND ROLL CALL: Honorable Mayor Tack called the meeting to order at 7:55 p.m., and City Clerk Margaret Boyer called the roll of Council members.

Present: Honorable Mayor Tack, Alderman Novit, Alderman Clemens, Alderman Notz, Alderman Powers, Alderman Goshgarin, Alderman LeVert and Alderman Weber.

Absent: Alderman Walther

- | | |
|---|--|
| | 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 was recited by all those present.

ELECTION AND APPOINTMENT OF CITY OFFICERS

1. ELECTION BY THE CITY COUNCIL AND APPOINTMENTS BY THE MAYOR AS REQUIRED BY CHARTER AND CITY CODE

- | | |
|----------------------------------|----------------------------|
| City Supervisor | Jason Wicha |
| City Treasurer | Elizabeth Holleb |
| City Clerk | Margaret Boyer |
| Interim City Marshal & Collector | Micheal Lange |
| City Attorney | Ancel Glink |
| City Surveyor and Engineer | Gewalt Hamilton Associates |

COUNCIL ACTION: Approve the Mayors Appointments

Alderman Weber made a motion to approve the Mayors Appointments, seconded by Alderman Powers. Motion passed unanimously by voice vote.

REPORTS OF CITY OFFICERS

| |
|--------------------------|
| COMMENTS BY MAYOR |
|--------------------------|

A. Resolution of Appreciation for Ward 1 Alderman Joseph R. Waldeck

Mayor Tack read the resolution, and photos were taken.

COUNCIL ACTION: Approve the Resolution of Appreciation

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

B. Resolution of Appreciation for Ward 3 Alderman Jim Preschlack

Mayor Tack read the resolution, and photos were taken.

COUNCIL ACTION: Approve the Resolution of Appreciation

Alderman Goshgarian made a motion to approve the Resolution of Appreciation, seconded by Alderman Notz. Motion passed unanimously by voice vote.

C. State of The City

Mayor Tack made the following statement.

As we begin Fiscal Year 2025, I'd like to take a few minutes to celebrate some of the City's accomplishments from Fiscal Year 2024. We would be here all night if I named every accomplishment, so I'll stick with a few highlights.

- Completed \$32 million capital improvement projects, including Deerpath Community Park Improvement Project, Forest Park Bluff Slope Stabilization, and various ravine repairs.
- Obtained over \$4.3 million in additional grant funding for future capital projects, maximizing the City's capital investments.
 - Nearly \$20 million in outside funding has been obtained over last five years.
- After nearly a year of discussion and public input opportunities, City Council approved an update to Central Business District Chapter of the City's Comprehensive Plan.
- The Community Development Department issued over 4,500 permits.
- Special Use Permits for Gorton Center and Elawa Farm were updated and approved, reflecting current and future use demands.
- Conducted a Community-Wide Survey in Summer 2023 with 1,450 responses. 98% of respondents rated the quality of life in the City as "excellent" or "good."
- Launched casual Coffee in the Park meetings with Aldermen last fall with strong attendance in each Ward and the Aldermen also hosted Spring Ward Meetings this April.
- Piloted "Pizza and Planning in the Park" and "Smores and More" Community Engagement Sessions for the Northcroft Park Master Plan process. Approximately 100 residents of all ages attended both sessions.

- Celebrated the official opening of Veterans Park and hundreds of people gathered for the Monument Dedication in September 2023.
- Completed numerous technological initiatives associated with the Deerpath Park project, including implementation of eight Automated Sports Cameras which live-stream and record Soccer, Baseball, Football, and Lacrosse games at WatchLFSports.com.
- In response to strong community interested, partnered with WasteNot to bring a curbside compost collection service to Lake Forest residents, businesses, and schools.
- Achieved substantial completion of the Cemetery Memorial Gardens Phase II Project.

In addition to the City Council, over 100 Lake Forest resident volunteers serve on 20 Boards and Commissions.

These City Boards provide leadership, establish policy, and oversee budgets while working hard to ensure an open and responsive government. The efforts of the volunteers are instrumental in preserving the character and vitality of our community.

Before we consider Board and Commission appointments and reappointments, I want to share some stats regarding what the Boards and Commissions accomplished this year:

- City Council approved 45 ordinances that were recommendations from the Building Review Board, Historic Preservation Commission, Plan Commission, and Zoning Board of Appeals.
- The Historic Preservation Commission issued 18 Certificates of Appropriateness.
- 28 Building Review Board recommendations were forwarded to the City Council for consideration.
- 19 Zoning Board of Appeals recommendations were referred to the City Council for consideration.
- Each month, there are more than 10 regularly scheduled Board, Commission or Committee meetings with 65+ volunteers who serve in those roles.
- Eight Board, Commission, or Committee meetings occur quarterly, with over 36 people serving in those roles.

Thank you to all the residents who volunteer to serve on Boards and Commissions. Because of you, the Boards and Commissions process that has shaped the success of Lake Forest for nearly 100 years will continue to do so into the future.

Mayor Tack made the following appointments and reappointments:

D. 2023-2024 Board and Commission Appointments and Reappointments

AUDIT

| NAME OF MEMBER | APPOINT/REAPPOINT | WARD |
|----------------|-------------------|------|
| Mark Dillon | Appoint as Chair | 1 |
| Fritz Hirsch | REAPPOINT | 3 |
| Robert Nowlin | APPOINT | 4 |

| | | |
|--------------|---------------------|---|
| Brian Durkin | APPOINT to own term | 2 |
| Joy Larisey | APPOINT to own term | 4 |

BUILDING REVIEW BOARD

| NAME OF MEMBER | APPOINT/REAPPOINT | WARD |
|----------------|-------------------|------|
| | | |
| Sally Downey | REAPPOINT | 1 |
| Sarah Lamphere | REAPPOINT | 1 |

CEMETERY

| NAME OF MEMBER | APPOINT/REAPPOINT | WARD |
|-------------------|-------------------|------|
| | | |
| Robert Thornburgh | REAPPOINT | 1 |
| Robert Worobow | REAPPOINT | 3 |

GORTON BOARD

| NAME OF MEMBER | APPOINT/REAPPOINT | WARD |
|----------------|-------------------|------|
| | | |
| Andra O'Neill | REAPPOINT | N/A |

HISTORIC PRESERVATION COMMISSION

| NAME OF MEMBER | APPOINT/REAPPOINT | WARD |
|-------------------|-------------------|------|
| | | |
| Robin Petit | REAPPOINT | 3 |
| Geoffrey Hanson | REAPPOINT | 2 |
| Elizabeth Dalieri | REAPPOINT | 3 |
| Lloyd Culbertson | REAPPOINT | 4 |

LIBRARY

| NAME OF MEMBER | APPOINT/REAPPOINT | WARD |
|----------------|---------------------|------|
| | | |
| Vince Sparrow | APPOINT to own term | 3 |
| Heather Strong | REAPPOINT | 1 |
| Jim Clifton | REAPPOINT | 1 |

PARKS & RECREATION BOARD

| NAME OF MEMBER | APPOINT/REAPPOINT | WARD |
|----------------|-------------------|------|
| | | |
| Marc Silver | REAPPOINT | 2 |
| Kaci Spirito | REAPPOINT | 2 |

| | | |
|------------------|-----------|---|
| William Sheridan | REAPPOINT | 2 |
|------------------|-----------|---|

PLAN COMMISSION

| NAME OF MEMBER | APPOINT/REAPPOINT | WARD |
|----------------|-------------------|------|
| | | |
| Jamie Moorhead | REAPPOINT | 1 |

SENIOR RESOURCE COMMISSION

| NAME OF MEMBER | APPOINT/REAPPOINT | WARD |
|-----------------|-------------------|------|
| | | |
| Jill Rosa | REAPPOINT | LB |
| Dennis Herrmann | REAPPOINT | 4 |
| Wendy McKerian | REAPPOINT | 3 |
| Mark Dewart | APPOINT as CHAIR | LB |

ZONING BOARD OF APPEALS

| NAME OF MEMBER | APPOINT/REAPPOINT | WARD |
|----------------|-------------------|------|
| | | |
| Henry Kleeman | REAPPOINT | 1 |
| Arthur Miller | REAPPOINT | 3 |

BOARD OF POLICE AND FIRE COMMISSIONERS

| NAME OF MEMBER | APPOINT/REAPPOINT | WARD |
|----------------|--------------------|------|
| | | |
| Matt Davis | REAPPOINT as CHAIR | N/A |

HOUSING TRUST FUND BOARD

| NAME OF MEMBER | APPOINT/REAPPOINT | WARD |
|----------------|-------------------|------|
| | | |
| Chris Baker | REAPPOINT | N/A |

Mayor Tack asked for a motion.

COUNCIL ACTION: Approve the Mayors appointments and reappointments.

Alderman Novit made a motion to approve the Mayors appointments and reappointments, seconded by Alderman Goshgarian. Motion carried unanimously by voice vote.

COMMENTS BY CITY MANAGER

City Manager Wicha congratulated and welcomed Alderman Clemens and Alderman LeVert to the City Council noting what a reward public service can be when we all work toward a collective vision.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL

COMMITTEE REPORTS

ITEMS FOR OMNIBUS VOTE CONSIDERATION

1. **Approval of a Resolution of Appreciation for Retiring Members of Boards and Commissions as follows:**

| BOARD, COMMISSION OR COMMITTEE | NAME OF MEMBERS(S) |
|---------------------------------------|---|
| | |
| AUDIT | Tighe Magnuson as Chair |
| ZONING BOARD OF APPEALS | Peter Clemens |
| CROYA | Stephanie Mannarino, Megan Engelberg |
| SENIOR RESOURCES COMMISSION | Gale Strenger- Wayne as Chair |
| PUBLIC SERVICE AWARD | Catherine Waldeck as Chair, Deborah Saran, and Prue Beidler |
| PARKS & RECREATION | Timo Berger |

2. **Approval of the Regularly Scheduled Meetings of the Lake Forest City Council for the year 2025**

Mayor Tack asked members of the City Council if there were any items that they would like removed or taken separately. Seeing none, he asked for a motion.

COUNCIL ACTION: Approve the two (2) omnibus items as presented.

Alderman Notz made a motion to approve the two (2) Omnibus items as presented, seconded by Alderman Weber. The following voted "Aye": Alderman Novit, Clemens, Notz, Powers, Goshgarian, LeVert and Weber. 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

NEW BUSINESS

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 LeVert. Motion carried unanimously by voice vote at 8:12 p.m.

Respectfully Submitted,
Margaret Boyer, City Clerk

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**McKinlock Post No. 264
American Legion**

801 N. McKinley Road Lake
Forest, Illinois 60045
847-234-9870

May 2, 2024

The Honorable Randy Tack, Mayor
The City of Lake Forest
220 E. Deerpath
Lake Forest, IL 60045:

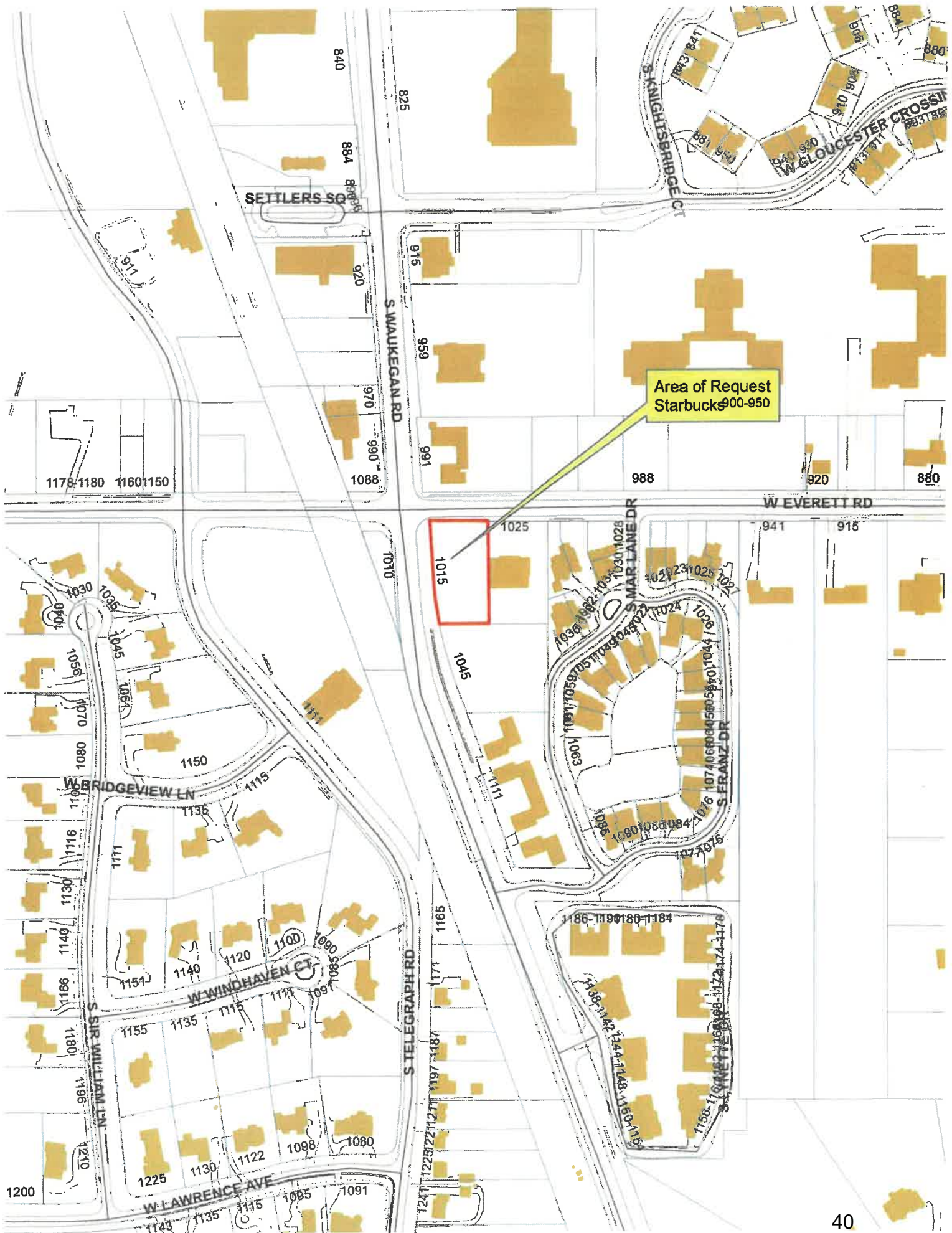
Dear Mr. Mayor:

McKinlock Post 264 is asking for the City Council's consideration of a waiver for the requirements of the fidelity bond, with regard to the Lake Forest Day raffle license application. The Lake Forest Day raffle has 22 prizes with total prizes in the amount of \$17,000.

Thank you for your consideration.

Sincerely yours,

Thomas P. Marks,
Chairman, Executive Committee
McKinlock Post 264



THE CITY OF LAKE FOREST

ORDINANCE NO. 2024- ____

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR A
COMMERCIAL BUILDING FOR STARBUCKS ON THE SOUTHEAST CORNER OF EVERETT
AND WAUKEGAN ROADS

WHEREAS, 1015 LLC (Iosue Family) is the owner of that certain real property located on the southeast corner of Everett and Waukegan Roads commonly known as 1015 S. Waukegan Road, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the B-1, Business District Zoning District; and

WHEREAS, the Owner desires to build a new commercial building for a Starbucks ("**Improvements**") as depicted on the site plan and architectural drawings that are attached hereto as **Group Exhibit B** ("**Plans**"); and

WHEREAS, the Owner submitted an application ("**Application**") to permit the construction of the Improvements and was required to present the Plans to the Building Review Board ("**BRB**") for its evaluation and recommendation; and

WHEREAS, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearing held on April 3, 2024; and

WHEREAS, the BRB, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. the Property is located within the B-1, Neighborhood Business District under the City Code,

2. Owner proposes to construct the Improvements as depicted on the Plans,
3. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with the recommended conditions and the Plans, will meet the design standards and requirements of Section 150.147 of the City Code,

and recommended that the City Council approve the Application and the Plans, subject to the terms and conditions hereinafter set forth; and

WHEREAS, the Mayor and City Council, having considered Owner's Application to construct the Improvements on the Property, and the findings and recommendations of the BRB, have determined that it is in the best interests of the City and its residents to grant approval to the Application, subject to the terms and conditions hereinafter set forth;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE: Recitals. The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

SECTION TWO: Approval of Application. Pursuant to Section 150.147 of the City Code, and subject to the limitations therein and the conditions set forth in Section Three of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

SECTION THREE: Conditions on Approval. The approval granted pursuant to Section Two of this Ordinance shall be, and is hereby, conditioned upon and

limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.

- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.

- C. Tree Preservation. The Owner will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.

- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.

- E. Fees and Costs. The Owner shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City

shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

- F. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations as reflected on **Exhibit C**, Notice of Action – Board Recommendation, attached hereto.

SECTION FOUR: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owner has not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as **Exhibit D** and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein.

PASSED THIS __ DAY OF _____, 2024
AYES: () ABSENT: ()
NAYS: () ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2024

Mayor

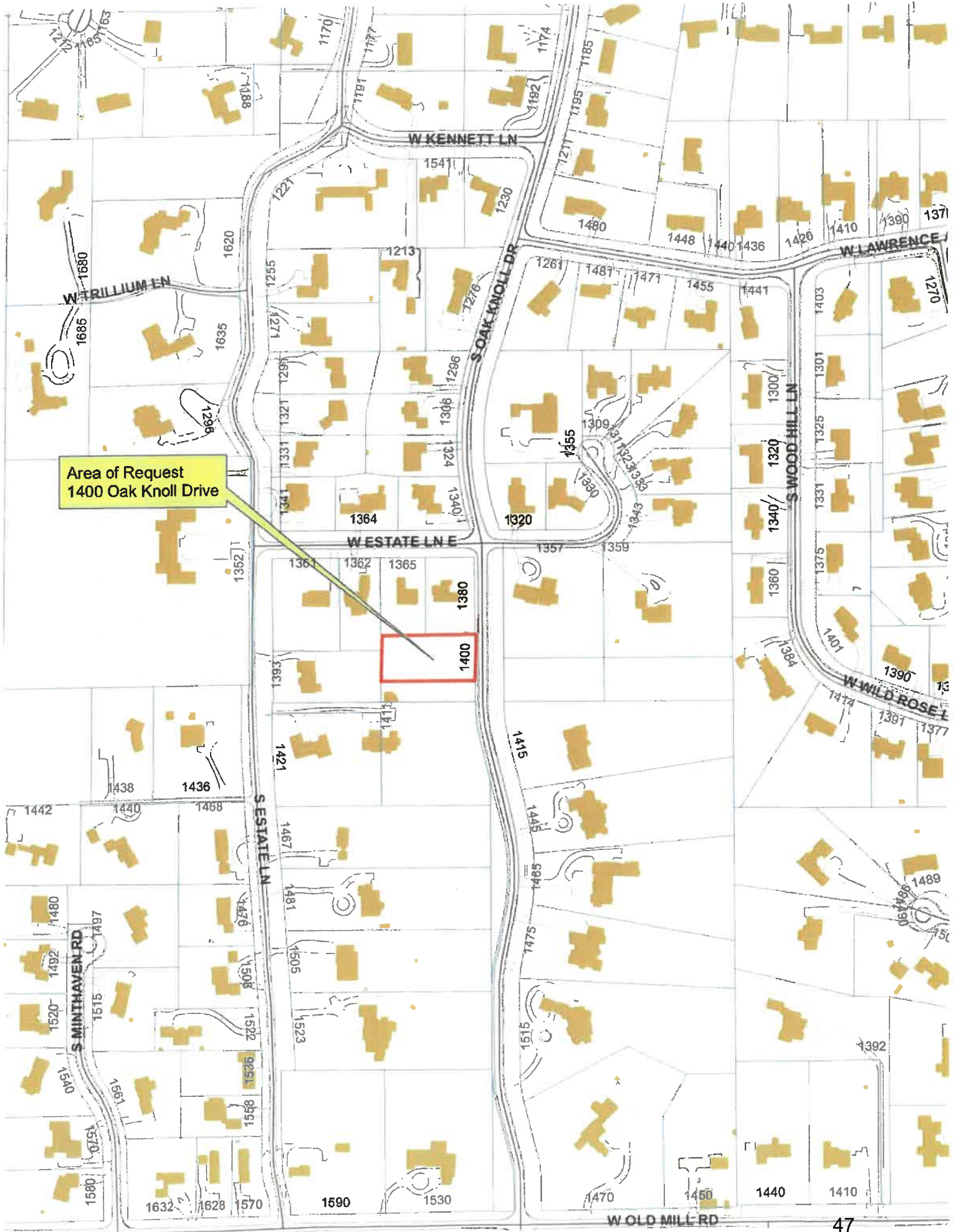
ATTEST:

City Clerk



**SOUTHEAST
PERSPECTIVE**

JTS Archi



Area of Request
1400 Oak Knoll Drive

1400

THE CITY OF LAKE FOREST

ORDINANCE NO. 2024- ____

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR THE
PROPERTY LOCATED AT 1400 OAK KNOLL DRIVE

WHEREAS, Joseph Paul D'Cruz and Dewelyn Diana Menezes ("**Owners**") are the owners of that certain real property commonly known as 1400 Oak Knoll Drive, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the R-2, Single Family Residence Zoning District; and

WHEREAS, the Property is a vacant, buildable lot; and

WHEREAS, the Owners desire to build a new residence, attached garage and make other site improvements including the installation of landscaping ("**Improvements**") as depicted on the site plan, architectural drawings and conceptual landscape plan attached hereto as Group **Exhibit B** ("**Plans**"); and

WHEREAS, the Owners submitted an application ("**Application**") to permit the construction of the Improvements and were required to present the Plans to the Building Review Board ("**BRB**") for its evaluation and recommendation; and

WHEREAS, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at public hearings held on February 7, 2024 and March 6, 2024; and

WHEREAS, the BRB, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. the Property is located within the R-2, Single Family Residence District under the City Code,
2. Owners propose to construct the Improvements as depicted on the plans,
3. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with the recommended conditions and the Plans, will meet the design standards and requirements of Section 150.147 of the City Code,

and recommended that the City Council approve the Application and the Plans, subject to the terms and conditions hereinafter set forth; and

WHEREAS, the Mayor and City Council, having considered Owners' Application to construct the Improvements on the Property, and the findings and recommendations of the BRB, have determined that it is in the best interests of the City and its residents to grant approval to the Application, subject to the terms and conditions hereinafter set forth;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE: Recitals. The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

SECTION TWO: Approval of Application. Pursuant to Section 150.147 of the City Code, and subject to the limitations therein and the conditions set forth in Section Three of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

SECTION THREE: Conditions on Approval. The approval granted pursuant to Section Two of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owners will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owners shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such

payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

- F. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations as reflected on **Exhibit C**, Notice of Action – Board Recommendation, attached hereto.

SECTION FOUR: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owners have not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as **Exhibit D** and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein.

PASSED THIS __ DAY OF _____, 2024.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2024.

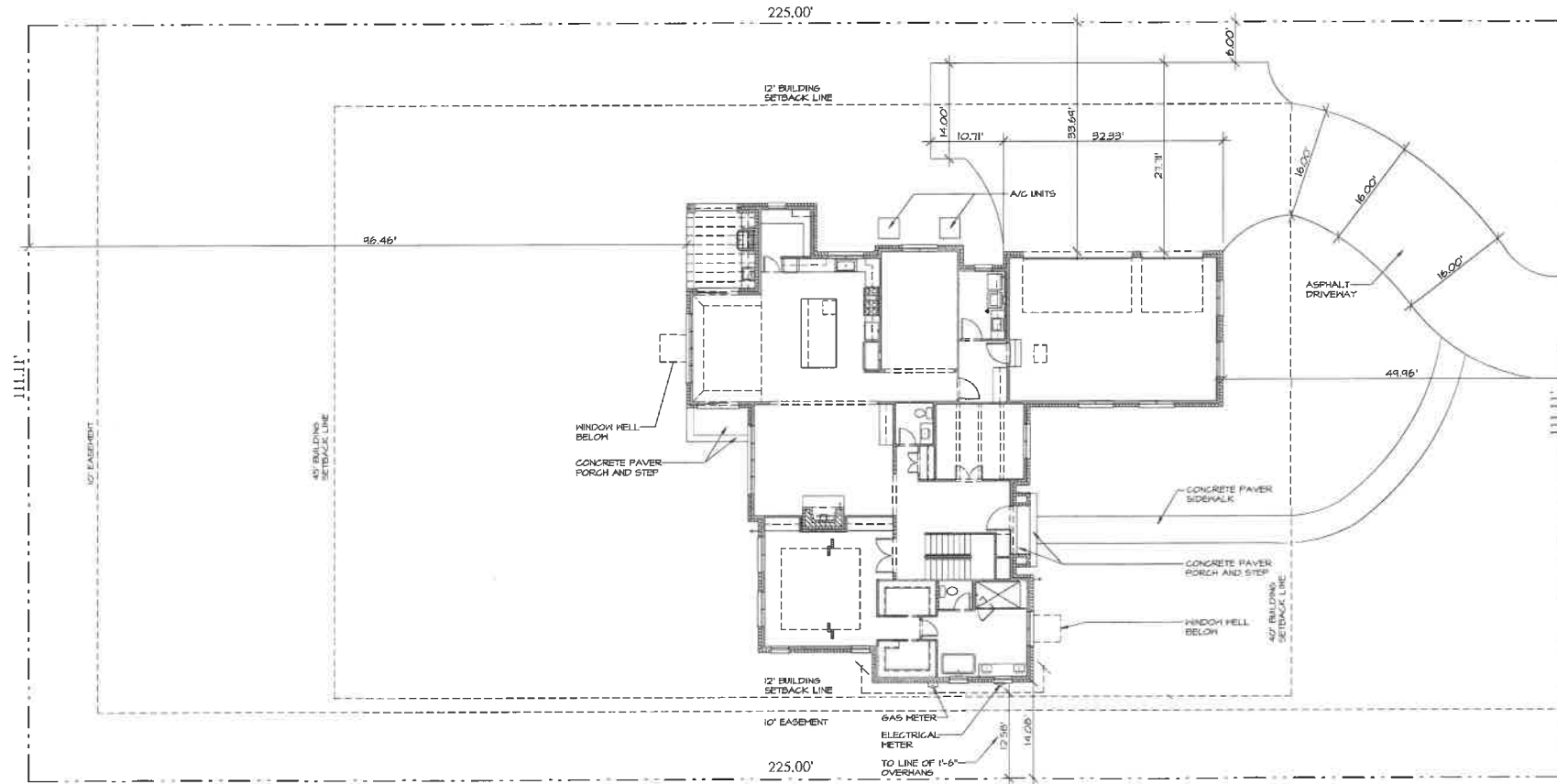
Mayor

ATTEST:

City Clerk

GROUP EXHIBIT B

The Plans



1 SITE PLAN
AQ 01



SCALE: 1"=10'-0"

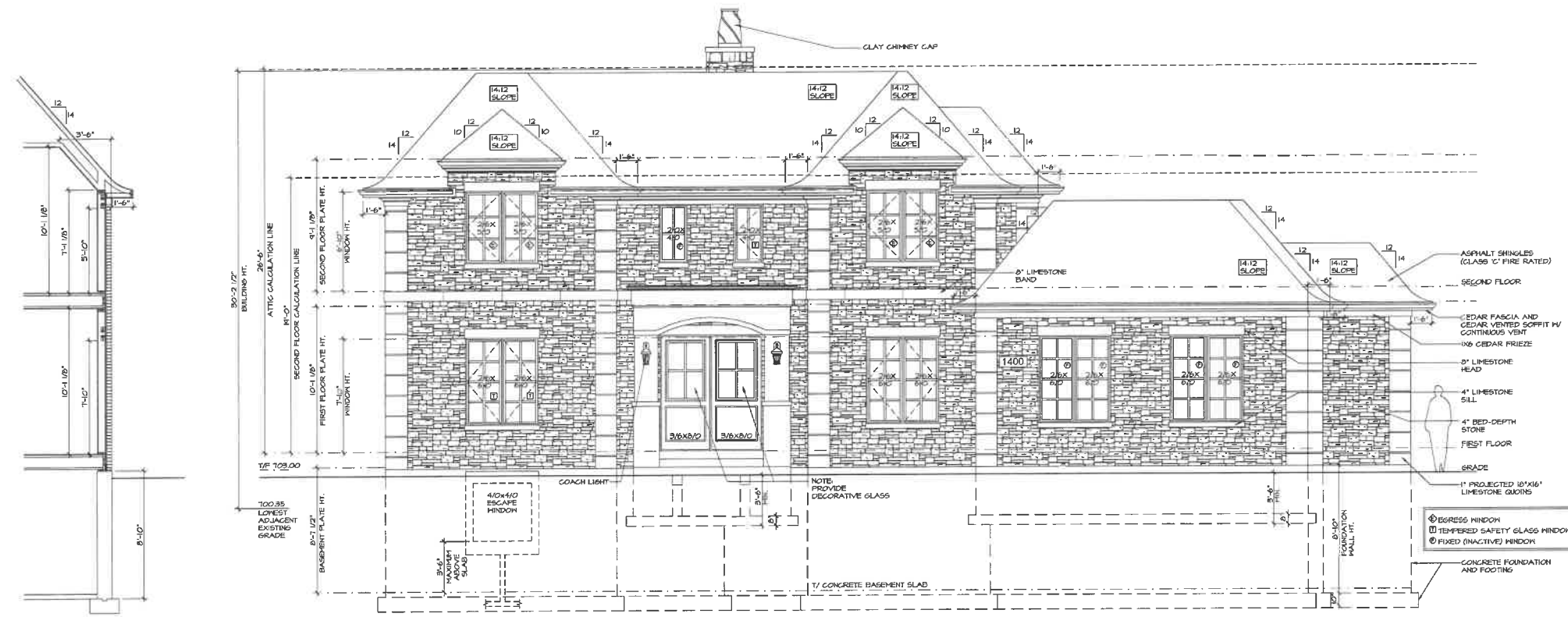
NOTE: ALL SCALE DESIGNATIONS ARE FOR SHEETS PRINTED ON 24" x 36" SIZE PAPER. (ARCH-D)

OAK KNOLL DRIVE

REVIEW ONLY-NOT FOR CONSTRUCTION

| | | | | | | | |
|---|--|--|--|--|--|--|--|
| PROJECT # AD23159 DRAWN BY: DB/MB D'CRUZ RESIDENCE SITE PLAN AQ 01 # 1 OF 14 TOTAL SHEETS | | 16515 COMMERCIAL DR. SUITE 607 Volo, IL 60073 TEL: 847-457-2000 WWW.ASPECTDESIGN.COM | | REVIEW 02/07/2024 REVIEW 02/14/2024 REVIEW 02/15/2024 REVIEW 02/16/2024 REVIEW 02/26/2024 REVIEW 03/05/2024 REVIEW 03/09/2024 REVIEW 03/27/2024 | | LOT 3 D'CRUZ RESIDENCE 1400 OAK KNOLL DRIVE LAKE FOREST, IL 60045 | |
|---|--|--|--|--|--|--|--|

The Plans



2 BUILDING SECTION
AQ 02 SCALE: 1/4"=1'-0"

1 FRONT ELEVATION (EAST)
AQ 02 SCALE: 1/4"=1'-0"

SCALE: 1/4"=1'-0"

NOTE: ALL SCALE DESIGNATIONS ARE FOR SHEETS PRINTED ON 24" x 36" SIZE PAPER (ARCH-D)

REVIEW ONLY-NOT FOR CONSTRUCTION

| | |
|---|--|
| LOT 3 | |
| D'CRUZ RESIDENCE | |
| 1400 OAK KNOLL DRIVE LAKE FOREST, IL 60045 | |

| | |
|--------|------------|
| REVIEW | 01/07/2024 |
| REVIEW | 02/14/2024 |
| REVIEW | 03/15/2024 |
| REVIEW | 02/16/2024 |
| REVIEW | 02/16/2024 |
| REVIEW | 03/05/2024 |
| REVIEW | 03/09/2024 |
| REVIEW | 03/27/2024 |

12675 COMMERCE DR.
SUITE 607
Volo, IL 60073
MAINE 847-457-2500
IL 630-888-8888
www.aspectdesigninc.com

ASPECT DESIGN INC.
ARCHITECTS

| | |
|-----------|---------|
| PROJECT # | AD23159 |
| DRAWN BY: | DB / MB |

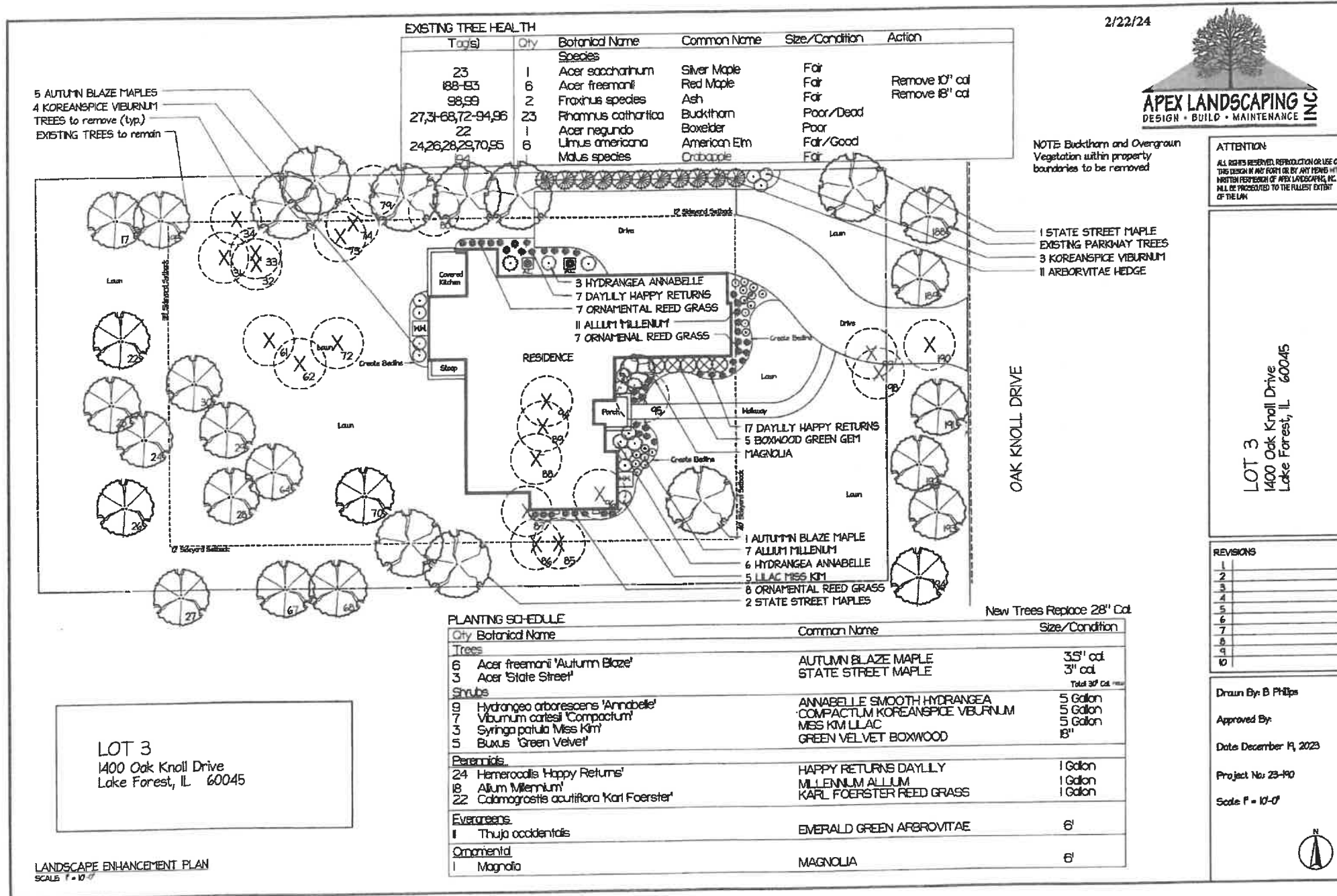
D'CRUZ RESIDENCE
EXTERIOR ELEVATIONS
AQ 02

2 OF 14 TOTAL SHEETS

GROUP EXHIBIT B

The Plans

TREE REMOVAL AND LANDSCAPE PLAN



THE CITY OF LAKE FOREST

ORDINANCE NO. 2024- ____

AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR THE
PROPERTY LOCATED AT 980 MELLODY ROAD

WHEREAS, Jack Harris ("**Owner**") is the owner of that certain real property commonly known as 980 Melody Road, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the R-3, Single Family Residence Zoning District; and

WHEREAS, the Owner desires to construct additions and make alterations ("**Improvements**") as depicted on the plans and architectural drawings that are attached hereto as Group Exhibit B ("**Plans**"); and

WHEREAS, the Owner submitted an application ("**Application**") to permit the construction of the Improvements and was required to present the Plans to the Building Review Board ("**BRB**") for its evaluation and recommendation; and

WHEREAS, pursuant to notice duly published, the BRB reviewed and evaluated the Plans at a public hearing held on March 6, 2024; and

WHEREAS, the BRB, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. the Property is located within the R-3, Single Family Residence District under the City Code,
2. Owner proposes to construct the Improvements as depicted on the Plans,

3. the evidence presented indicates that the construction of the Improvements, if undertaken in conformity with the recommended conditions and the Plans, will meet the design standards and requirements of Section 150.147 of the City Code,

and recommended that the City Council approve the Application and the Plans, subject to the terms and conditions hereinafter set forth; and

WHEREAS, the Mayor and City Council, having considered Owner's Application to construct the Improvements on the Property, and the findings and recommendations of the BRB, have determined that it is in the best interests of the City and its residents to grant approval to the Application, subject to the terms and conditions hereinafter set forth;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE: Recitals. The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

SECTION TWO: Approval of Application. Pursuant to Section 150.147 of the City Code, and subject to the limitations therein and the conditions set forth in Section Three of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

SECTION THREE: Conditions on Approval. The approval granted pursuant to Section Two of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the

discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. No Authorization of Work. This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.
- B. Compliance with Laws. Chapters 150, regarding buildings and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owner will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- E. Fees and Costs. The Owner shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

- F. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations as reflected on Exhibit C, Notice of Action – Board Recommendation, attached hereto.

SECTION FOUR: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owner has not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as Exhibit D and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth

herein.

PASSED THIS __ DAY OF _____, 2024
AYES: () ABSENT: ()
NAYS: () ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2024

Mayor

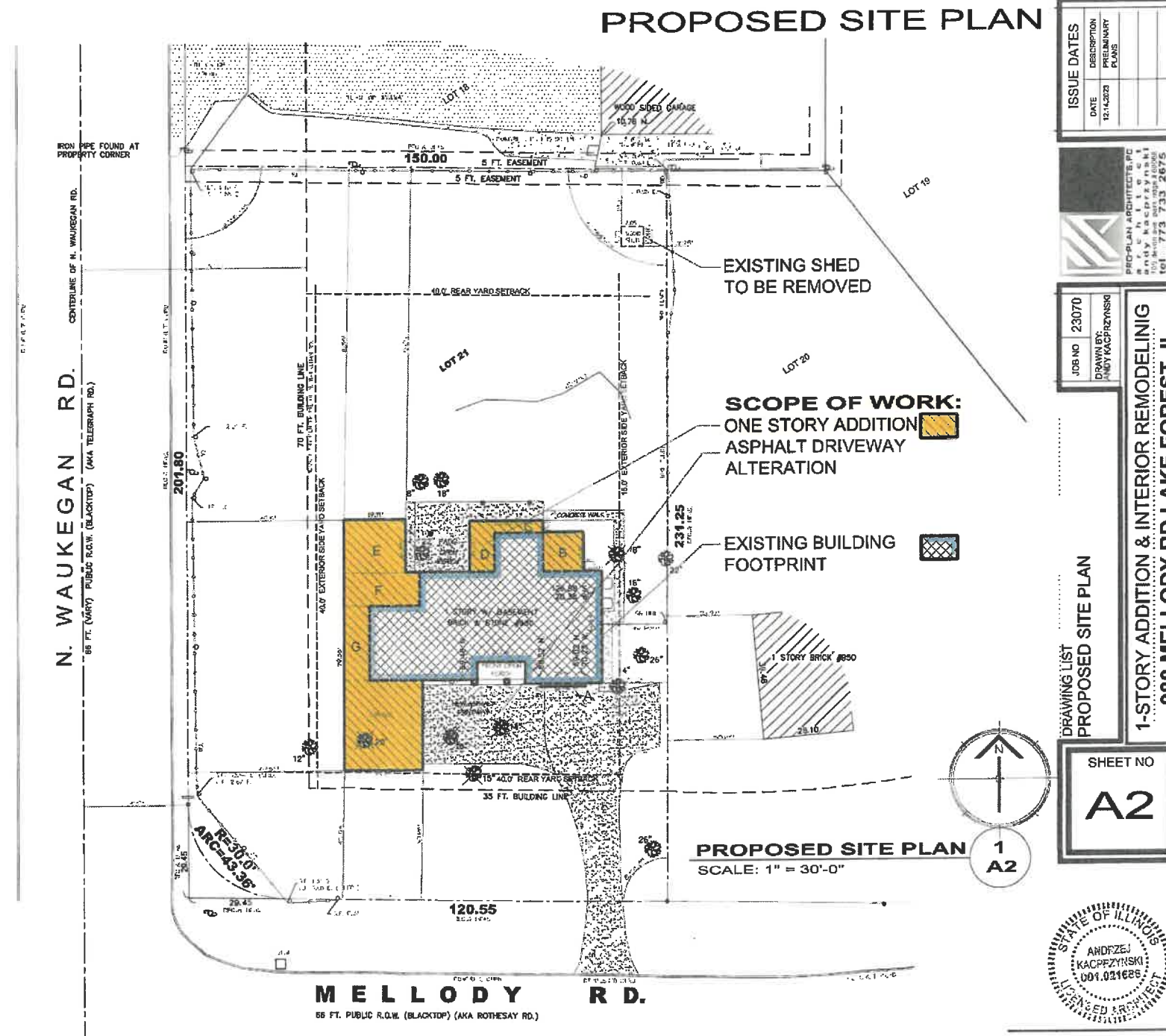
ATTEST:

City Clerk

GROUP EXHIBIT B

The Plans

SITE PLAN - PROPOSED ADDITIONS & DRIVEWAY EXPANSION



| ISSUE DATES | |
|-------------|-------------------|
| DATE | DESCRIPTION |
| 12.14.2023 | PRELIMINARY PLANS |

PRO-PLAN ARCHITECTS, P.C.
 100 N. Waukegan Rd., Suite 100
 Lake Forest, IL 60045
 Tel: 773.733.2675
 www.pro-plan-architects.com

| | |
|----------|----------------------|
| JOB NO | 23070 |
| DRAWN BY | ANDRZEJJ KACPRZYŃSKI |

DRAWING LIST
 PROPOSED SITE PLAN
 1-STORY ADDITION & INTERIOR REMODELING
 980 MELLODY RD LAKE FOREST, IL

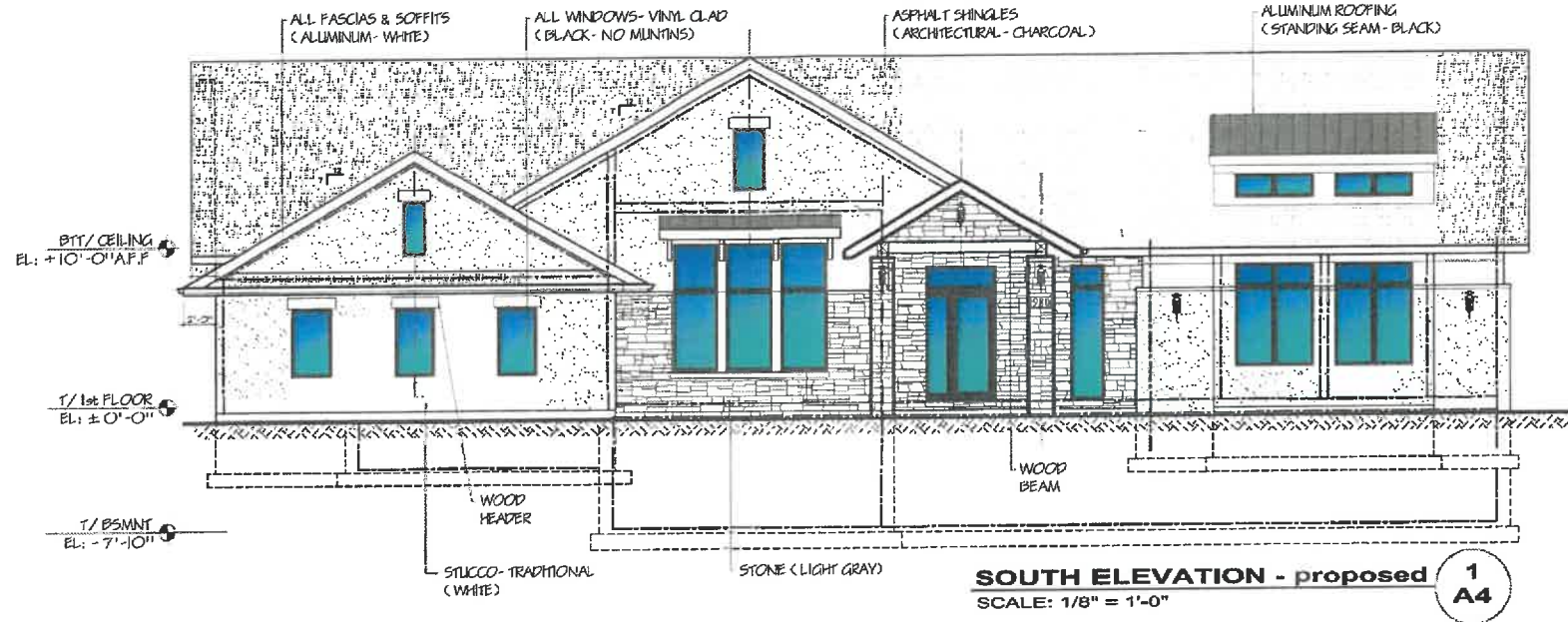
SHEET NO
A2

GROUP EXHIBIT B

The Plans

PROPOSED ELEVATIONS – SOUTH AND WEST

PROPOSED SOUTH & WEST ELEVATIONS



| ISSUE DATES | |
|-------------|-------------------|
| DATE | DESCRIPTION |
| 12.14.2023 | PRELIMINARY PLANS |

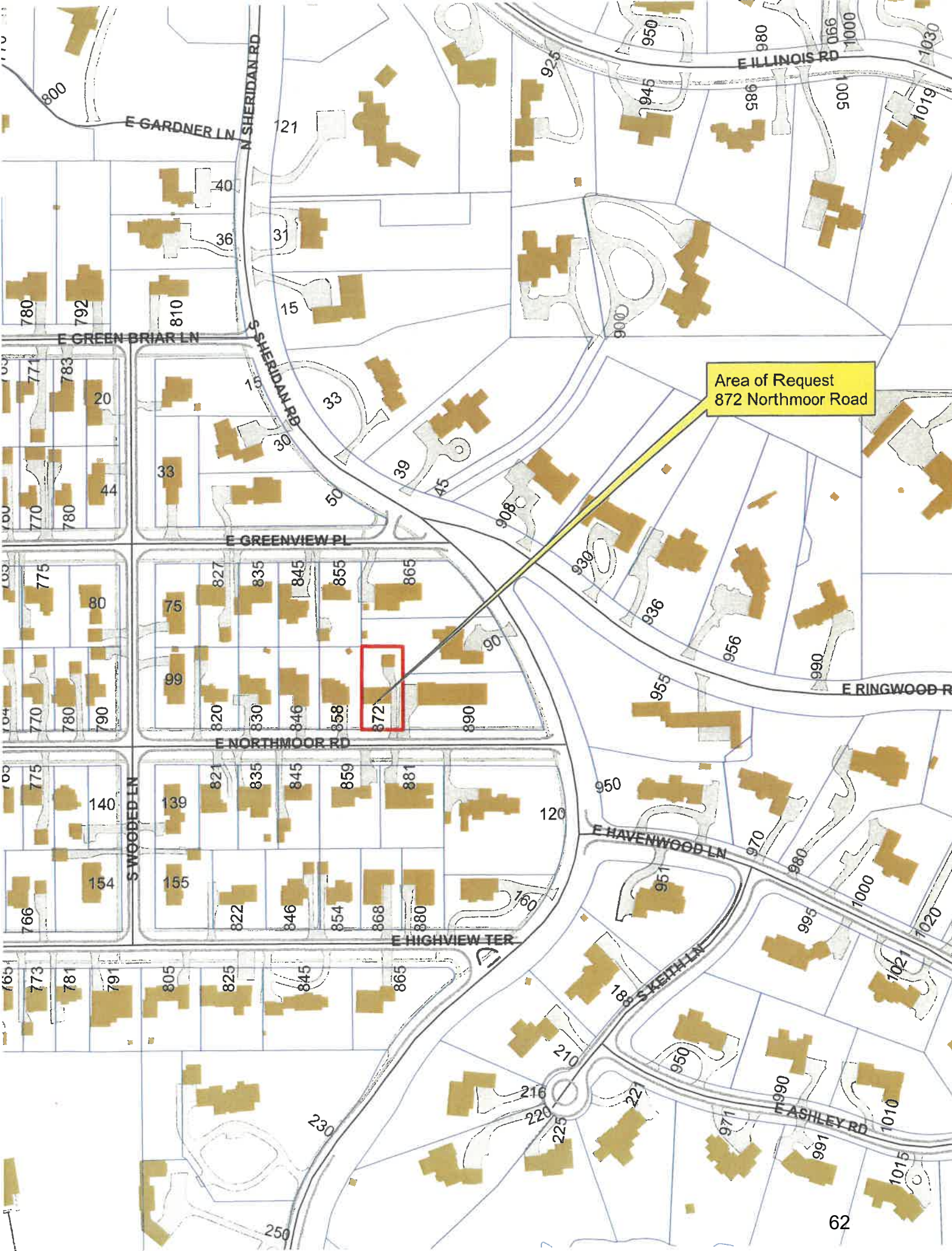
PRO PLAN ARCHITECTS, P.C.
 115 N. K. ST. # 200
 702.969.3300
 4025@PROPLANARCHITECTS.COM

JOB NO: 23070
 DRAWN BY: INDY KACPRZYNSKI

DRAWING LIST
 PROPOSED SOUTH ELEVATION
 PROPOSED WEST ELEVATION
 1-STORY ADDITION & INTERIOR REMODELING
 980 MELLODY RD LAKE FOREST, IL

SHEET NO
A4





Area of Request
872 Northmoor Road

872

THE CITY OF LAKE FOREST

ORDINANCE NO. 2024-__

AN ORDINANCE GRANTING A VARIANCE FROM THE FRONT YARD SETBACK FOR
PROPERTY LOCATED AT 872 NORTHMOOR ROAD

WHEREAS, LoraLee Van Vleet Trust ("**Owner**") is the owner of that certain real property commonly known as 872 Northmoor Road, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the R-1, Single Family Residence Zoning District; and

WHEREAS, the Owner desires to construct a covered front porch within the front yard setback ("**Improvements**") as depicted on the site plans attached hereto as **Group Exhibit B** ("**Plans**"); and

WHEREAS, the Owner submitted an application ("**Application**") for a variance from Section 159.084, R-1, Single Family Residence District, of the City of Lake Forest Code to allow construction of the Improvements, within the front yard setback; and

WHEREAS, pursuant to notice duly published, the ZBA reviewed and evaluated the Plans at a public hearing held on April 22, 2024; and

WHEREAS, the ZBA, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. The addition of a roof over the existing front porch stoop, within the front yard setback, in conformance with the plans presented, will not alter the essential character of the neighborhood. The covered front stoops are common in the neighborhood.
2. The original siting of the house creates the need for a variance to achieve a covered front stoop. This condition is unique to this neighborhood and to this property and is not generally applicable to other properties in the same zoning district throughout the City.
3. The existing residence conforms to the 40 foot front yard setback. The hardship which necessitates a variance is the original siting of the front stoop within the 40 foot front yard which was consistent with the regulations in effect at the time the house was constructed, prior to the current zoning regulations.
4. The variance is requested to provide shelter at the front door with a small roof extension.

5. No evidence has been submitted to document that the front yard variance, if approved, will increase congestion, endanger public safety, or diminish property values.

and recommended that the City Council approve the variance subject to the terms and conditions hereinafter set forth; and

WHEREAS, the Mayor and City Council, having considered Owner's Application to construct the Improvements on the Property, and the findings and recommendations of the ZBA, have determined that it is in the best interests of the City and its residents to grant approval of the requested variance subject to the terms and conditions hereinafter set forth;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE: Recitals. The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

SECTION TWO: Approval of Application. Pursuant to Section 159.042 of the City Code, and subject to the limitations therein and the conditions set forth in Section Four of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property, as more fully depicted on the Plans.

SECTION THREE: Zoning Setback Variances Granted. Based on the findings presented above, the City Council does hereby grant approval of the requested variance to allow construction of a roof over the existing front stoop extending no closer than 36-1/2 feet to the front property line.

SECTION FOUR: Conditions on Approval. The approval granted pursuant to Sections Two and Three of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. **No Authorization of Work.** This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.

- B. Compliance with Laws. Chapters , 150, regarding building and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owner will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Staging, Parking and Storage. Prior to the issuance of building permits, a plan for staging and storage of construction and demolition materials and a plan for parking construction vehicles shall be submitted and will be subject to City review and approval.
- E. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans which detail the porch as an open, rather than an enclosed, element.
- F. Fees and Costs. The Owner shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owner shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

SECTION FIVE: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owner has not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as **Exhibit C** and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set

forth herein. The City Clerk is hereby directed to record this Ordinance and such agreement and consent with the Recorder of Deeds of Lake County.

PASSED THIS __ DAY OF _____, 2024.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2024.

Mayor

ATTEST:

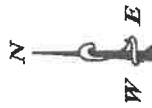
City Clerk

The Plans

11614 ALGONQUIN RD.
HUNTLEY, IL. 60142

TOPOGRAPHICAL-ALTA/CASM-BOUNDARY-SUBDIVISIONS-MORTGAGE-CONDOMINIUM

PHONE: (847) 458-1710
FAX: (847) 458-1712



Jens K. Doe

Professional Land Surveyors, P.C.

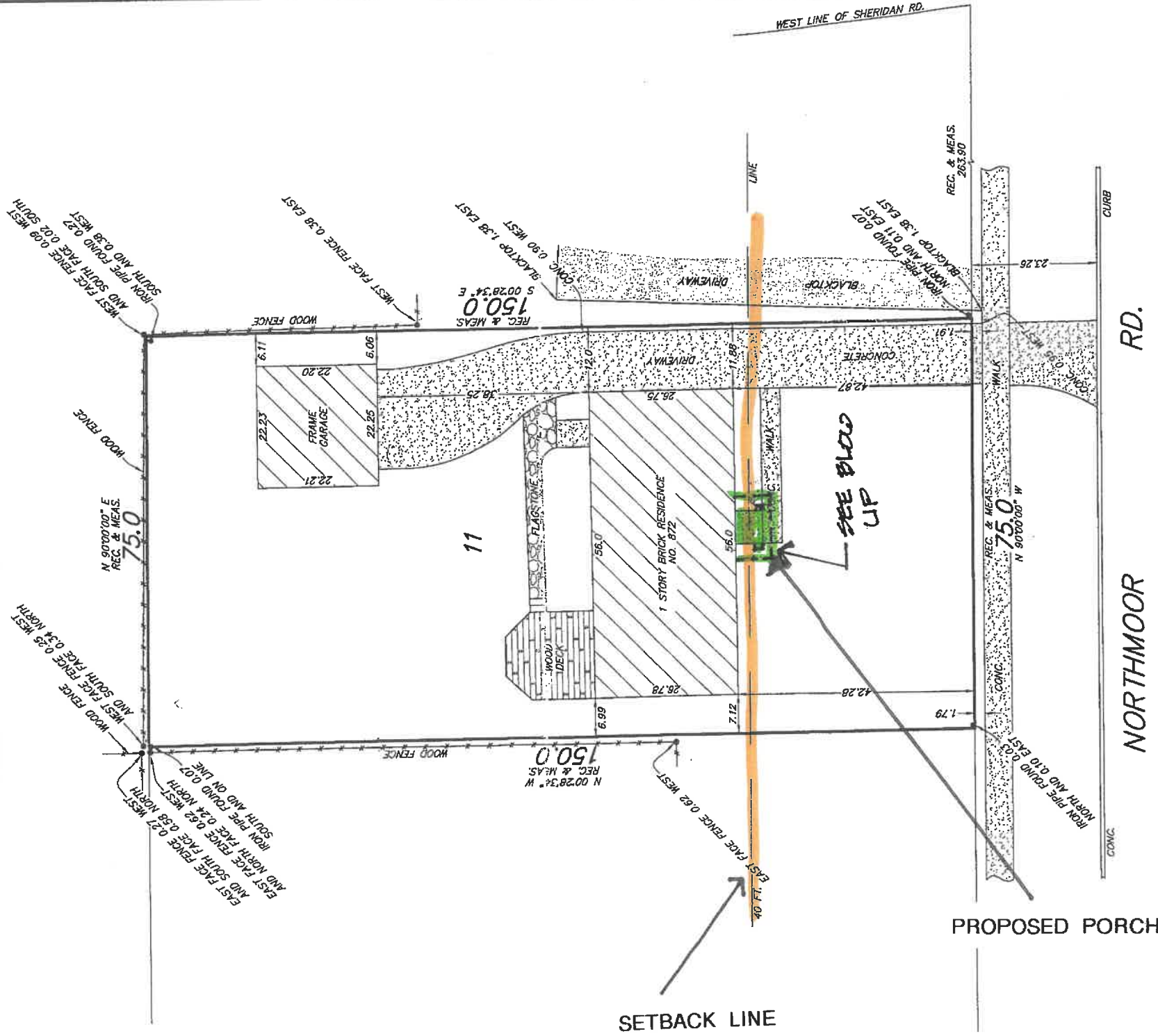
PLAT OF SURVEY

ORDER NO.
21-1080

LOT 11 IN NORTHMOOR TERRACE, BEING A SUBDIVISION OF LOTS 304 AND 305 OF THE ORIGINAL SUBDIVISION OF LAKE FOREST IN SECTION 3, TOWNSHIP 43 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JULY 6, 1922 AS DOCUMENT 213550, IN BOOK "I" OF PLATS, PAGE 16, IN LAKE COUNTY, ILLINOIS.

Scale - 1 inch = 20 feet

COMMONLY KNOWN AS: 872 NORTHMOOR RD., LAKE FOREST, ILLINOIS.



NOTE:
The legal description in this plat is a copy of the land survey order accuracy **MUST** be compared with the Deed, refer to your Abstract, Deed or Contract.
Companion between points before building and refer to this office immediately.
Dimensions shown hereon are in feet and decimal parts thereof.

State of Illinois)
County of Cook)

JENS K. DOE PROFESSIONAL LAND SURVEYORS, P.C., does hereby certify that a survey has been made under its direction, by an Illinois Professional Land Surveyor of the property described hereon and that the attached plat hereon is a correct representation of said survey.

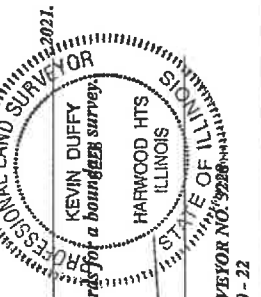
Chicago, Illinois, Dated this 3rd Day of December, 2021.

This professional service conforms to the current Illinois minimum standards for a boundary survey.

Field work completion date : December 2, 2021.

ORDERED BY:
LAW OFFICE OF STEPHANIE KEARNEY

JENS K. DOE PROFESSIONAL LAND SURVEYORS, P.C.



KEVIN DUFFEY
HARWOOD HTS
ILLINOIS
STATE OF ILLINOIS
PROFESSIONAL LAND SURVEYOR
LICENSE EXPIRATION: 11 - 30 - 22

The Plans



PROPOSED FRONT ELEVATION 3/15/24

VAN VLEET RES.- 872 NORTHMOOR RD. LAKE FOREST
©RENKEN ARCHITECTS & BUILDERS LLC LLC

THE CITY OF LAKE FOREST

ORDINANCE NO. 2024-___

AN ORDINANCE GRANTING A VARIANCE FROM THE SIDE YARD SETBACK FOR PROPERTY LOCATED AT 285 ROSE TERRACE

WHEREAS, Sean and Molly Andersen ("**Owners**") are the owners of that certain real property commonly known as 285 Rose Terrace, Lake Forest, Illinois and legally described in **Exhibit A**, attached hereto ("**Property**"); and

WHEREAS, the Property is located in the GR-3, General Residence Zoning District; and

WHEREAS, the Owners desire to modify the detached garage to accommodate second floor living space partially within the side yard setback ("**Improvements**") as depicted on the site plans attached hereto as **Group Exhibit B** ("**Plans**"); and

WHEREAS, the Owners submitted an application ("**Application**") for a variance from Section 159.087, GR-3, General Residence District, of the City of Lake Forest Code to allow construction of the Improvements, within the side yard setback; and

WHEREAS, pursuant to notice duly published, the ZBA reviewed and evaluated the Plans at a public hearing held on April 22, 2024; and

WHEREAS, the ZBA, having fully heard and having considered the evidence and testimony by all those attending the public hearing who wished to testify, made the following findings:

1. The modifications to the garage partially within the side yard setback will not alter the essential character of the property or neighborhood.
2. The conditions upon which the variance is requested are generally unique to this property. The residence and garage were originally sited very close to the property lines on a corner lot. The same conditions are not generally found on other properties in the same zoning district in other areas of the community.
3. The garage was constructed prior to current zoning regulations.
4. The variance is requested to allow modifications to the garage which in its current condition, is non-conforming to the current side yard setback.
5. The proposed construction within the setback will not negatively impact light or ventilation to the adjacent property, increase

congestion in the area, endanger public safety, or substantially diminish property values in the neighborhood.

and recommended that the City Council approve the variance subject to the terms and conditions hereinafter set forth; and

WHEREAS, the Mayor and City Council, having considered Owners' Application to construct the Improvements on the Property, and the findings and recommendations of the ZBA, have determined that it is in the best interests of the City and its residents to grant approval of the requested variance subject to the terms and conditions hereinafter set forth;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LAKE FOREST, COUNTY OF LAKE, STATE OF ILLINOIS, as follows:

SECTION ONE: Recitals. The foregoing recitals are hereby incorporated into and made a part of this Ordinance as if fully set forth.

SECTION TWO: Approval of Application. Pursuant to Section 159.042 of the City Code, and subject to the limitations therein and the conditions set forth in Section Four of this Ordinance, the City Council does hereby grant approval of the Application to allow the construction of the Improvements on the Property as more fully depicted on the Plans.

SECTION THREE: Zoning Setback Variances Granted. Based on the findings presented above, the City Council does hereby grant approval of the requested variance to allow modifications to the detached garage and encroachment into the setback a distance no closer than four (4) feet to the side property line.

SECTION FOUR: Conditions on Approval. The approval granted pursuant to Sections Two and Three of this Ordinance shall be, and is hereby, conditioned upon and limited by the following conditions, the violation of any of which shall, in the discretion of the Mayor and City Council, render void the approvals granted by this Ordinance:

- A. **No Authorization of Work.** This Ordinance does not authorize commencement of any work on the Property. Except as otherwise specifically provided in writing in advance by the City, no work of any kind shall be commenced on the Property pursuant to the approvals granted in this Ordinance except only after all permits, approvals, and other authorizations for such work have been properly applied for, paid for, and granted in accordance with applicable law.

- B. Compliance with Laws. Chapters, 150, regarding building and construction, 156, regarding subdivisions, and 159, regarding zoning, of the City Code, and all other applicable ordinances and regulations of the City shall continue to apply to the Property, and the development and use of the Property shall be in compliance with all laws and regulations of all other federal, state, and local governments and agencies having jurisdiction.
- C. Tree Preservation. The Owners will fully comply with Chapter 99 of the City Code, regarding trees, as it relates to the construction of the Improvements.
- D. Staging, Parking and Storage. Prior to the issuance of building permits, a plan for staging and storage of construction and demolition materials and a plan for parking construction vehicles shall be submitted and will be subject to City review and approval.
- E. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans which detail the porch as an open, rather than an enclosed, element. Prior to the issuance of a building permit, a detailed, landscape plan for the area surrounding the front porch shall be submitted and will be subject to review and approval by the City's Certified Arborist. The landscape plan shall reflect the existing plantings and identify any plantings proposed for removal and plantings intended to remain. If trees are removed, replacement inches may be required depending on the species and condition of the tree(s) removed.
- F. Fees and Costs. The Owners shall be responsible for paying all applicable fees relating to the granting of the approvals set forth herein in accordance with the City Code. In addition, the Owners shall reimburse the City for all of its costs (including without limitation engineering, planning, and legal expenses) incurred in connection with the review, consideration, approval, implementation, or successful enforcement of this Ordinance. Any amount not paid within 30 days after delivery of a demand in writing for such payment shall, along with interest and the costs of collection, become a lien upon the Property, and the City shall have the

right to foreclose such lien in the name of the City as in the case of foreclosure of liens against real estate.

SECTION FIVE: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law; provided, however, that this Ordinance shall, in the discretion of the City Council, be of no force or effect if the Owners have not (i) executed and (ii) thereafter filed with the City Clerk, within 90 days following the passage of this Ordinance, the unconditional agreement and consent, in the form attached hereto as **Exhibit C** and by this reference made a part hereof, to accept and abide by each and all of the terms, conditions, and limitations set forth herein. The City Clerk is hereby directed to record this Ordinance and such agreement and consent with the Recorder of Deeds of Lake County.

PASSED THIS __ DAY OF _____, 2024.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

PASSED THIS __ DAY OF _____, 2024

Mayor

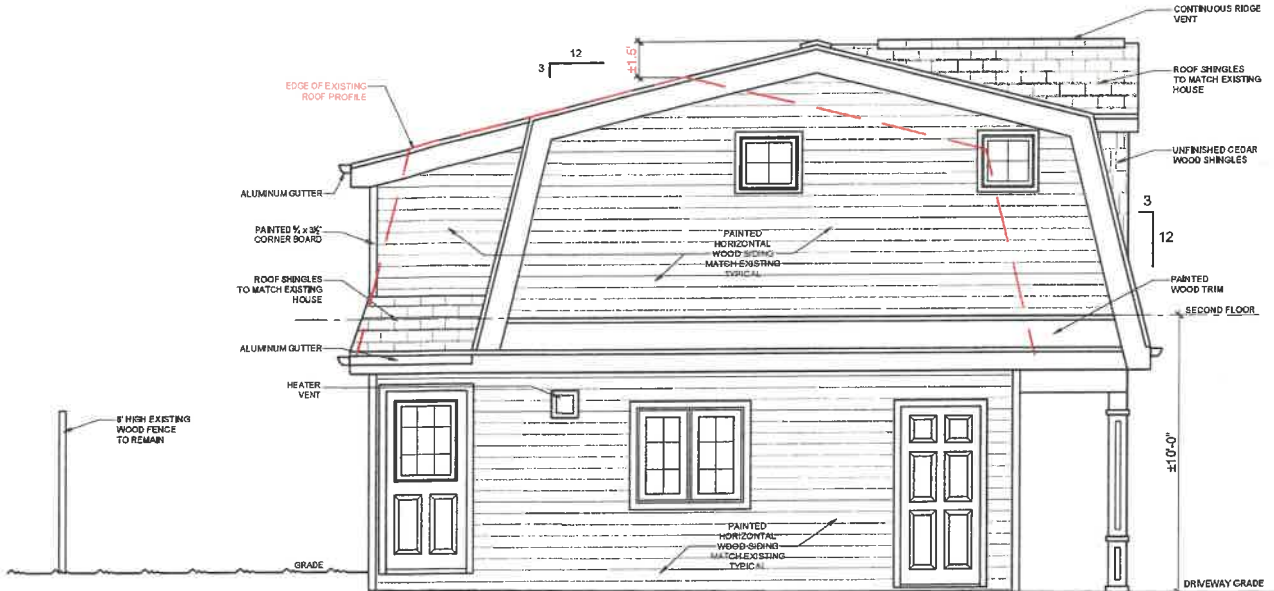
ATTEST:

City Clerk

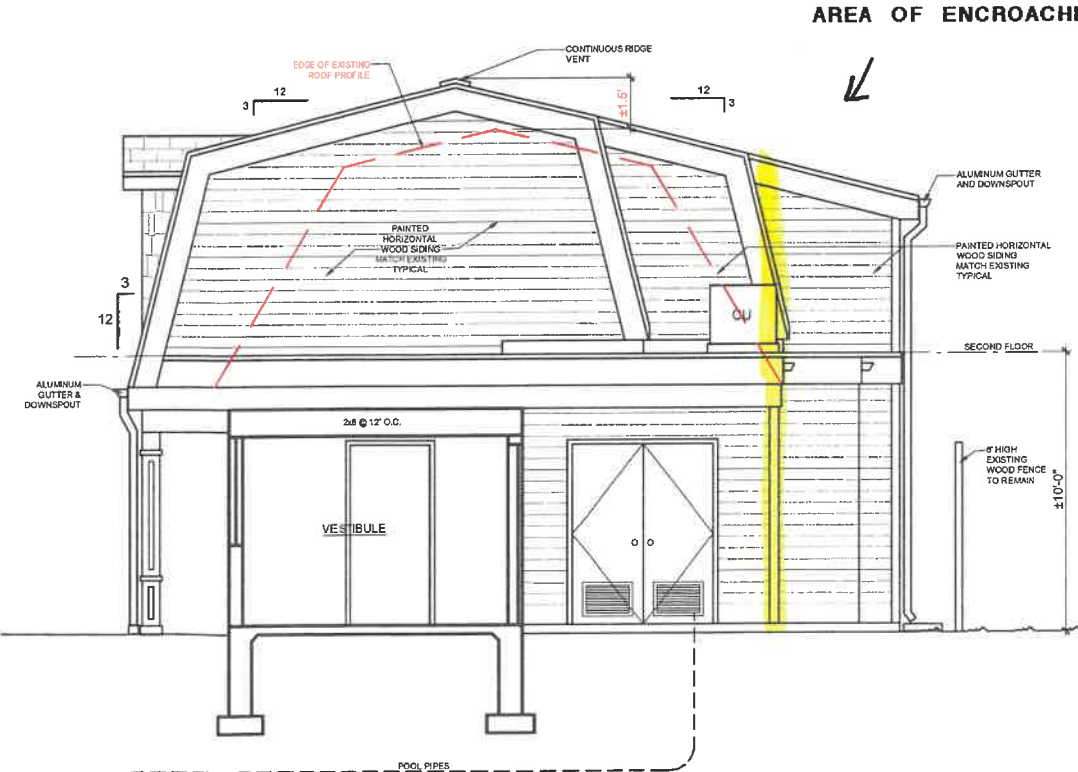
PROPOSED ELEVATIONS (EAST AND WEST)

GROUP EXHIBIT B

The Plans



1 EAST ELEVATION (SIDE)
A8 SCALE: 3/8" = 1'-0"



2 WEST ELEVATION / SECTION @ LINK
A8 SCALE: 3/8" = 1'-0"

THE DOBBINS GROUP

49 SHERWOOD TERRACE SUITE K
LAKE BLUFF, IL 60044
T: 847-456-7621

CONSULTANTS:

SEAL:

ANDERSEN REMODEL / EXPANSION
285 ROSE TERRACE
LAKE FOREST, IL 60045

| ISSUE | DATE |
|---------------|-----------|
| ISSUE FOR ZBA | 3/15/2024 |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

APPROVED: WTD
DRAWN BY: TCD
JOB NUMBER: ---
TITLE:

EXTERIOR ELEVATIONS

SHEET NUMBER:
A8

THE CITY OF LAKE FOREST

ORDINANCE No. 2024-_____

**AN ORDINANCE APPROVING AN UPDATED OFFICIAL ZONING MAP
FOR THE CITY OF LAKE FOREST**

WHEREAS, after providing due notice and conducting a public hearing on May 8, 2024 to consider the adoption of an updated Zoning Map, the Plan Commission of The City of Lake Forest recommended approval of the updated Official City of Lake Forest Zoning District Map, 2024 as set forth herein.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF LAKE FOREST, ILLINOIS:

That the Official Lake Forest Zoning District Map, previously approved on January 22, 2019, is hereby amended as reflected on Exhibit A attached hereto and made a part hereof.

Section 1: This ordinance shall be in full force and effect from and after its passage, approval, recordation and publication, as provided by law.

Section 2: The Zoning District Map shall be properly attested and filed with the City Clerk in accordance with Section 159.066 of the Lake Forest City Code.

PASSED THIS ____ DAY OF _____, 2024.

AYES:

NAYS:

ABSENT:

ABSTAIN:

APPROVED THIS ____ DAY OF _____, 2024.

MAYOR

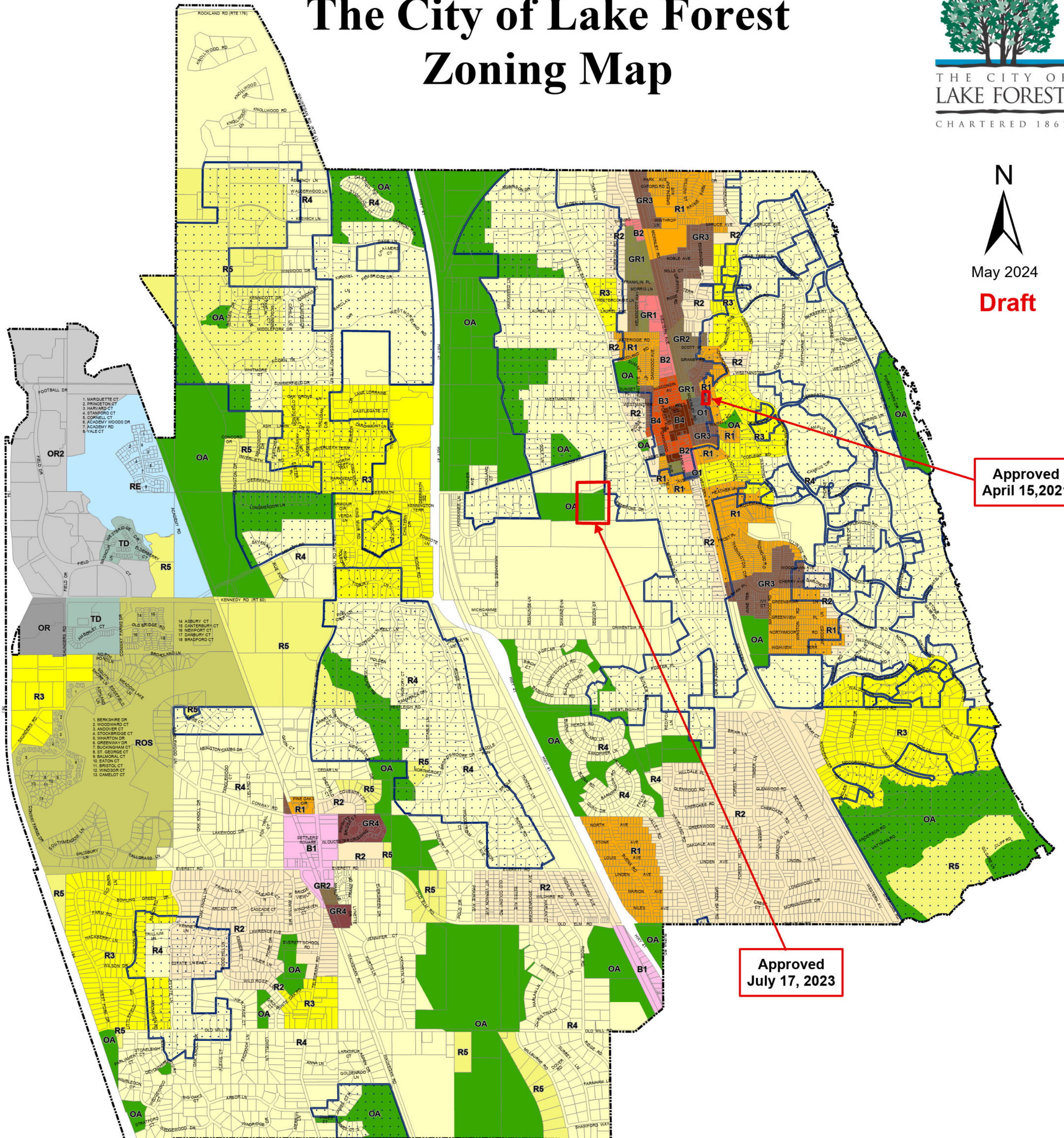
ATTEST:

City Clerk

The City of Lake Forest Zoning Map

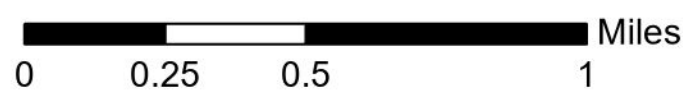


N
 May 2024
Draft



Approved
 April 15, 2021

Approved
 July 17, 2023



Approved by Ordinance,
 adopted _____ 2019

 Mayor
 Attest _____
 City Clerk

All data is provided as is and without warranty of any kind, express or implied, including but not limited to, the implied warranties of merchantability and fitness for a particular purpose.

Note: Last Adoption January 2019

Property boundary information is provided by the Lake County Department of Management Services Map/GIS Division for general GIS applications, and is not to be used in place of field survey for precise location of features required for any engineering design application.



Central Business District

| | SECTION | MINIMUM LOT AREA |
|--------|---|--------------------------------------|
| B1 | Neighborhood Business | 159.109 5,000 Square Feet |
| B2 | Community Commercial | 159.111 No Minimum Requirement |
| B3 | Traditional Business | 159.112 No Minimum Requirement |
| B4 | Preservation Business | 159.114 No Minimum Requirement |
| GR1 | General Residence | 159.089 Varies With Type of Dwelling |
| GR2 | General Residence | 159.088 Varies With Type of Dwelling |
| GR3 | General Residence | 159.087 6,250 Square Feet |
| GR4 | General Residence | 159.086 Varies With Type of Dwelling |
| O1 | Office | 159.106 6,250 Square Feet |
| OA | Open Area | 159.090 No Minimum Requirement |
| OR | Office Research District | 159.107 10 Acres |
| OR2 | Office Research District | 159.108 5 Acres |
| R1 | Single Family Residence | 159.085 9,375 Square Feet |
| R2 | Single Family Residence | 159.084 20,000 Square Feet |
| R3 | Single Family Residence | 159.083 40,000 Square Feet |
| R4 | Single Family Residence | 159.082 60,000 Square Feet |
| R5 | Single Family Residence | 159.081 130,000 Square Feet |
| RE | Single Family Residence and Educational District | 159.092 No Minimum Requirement |
| ROS | Single Family Residence and Open Space District | 159.091 No Minimum Requirement |
| TD | Transitional District | 159.115 20 Acres |
| HROSPD | Historic Residential and Open Space Preservation District | 159.048 |