

**THE CITY OF LAKE FOREST  
CITY COUNCIL AGENDA**  
Monday, June 5, 2017 at 6:30 pm  
City Hall Council Chambers

Honorable Mayor, Robert Lansing

Prudence R. Beidler, Alderman First Ward  
James E. Morris, Alderman First Ward  
Timothy Newman, Alderman Second Ward  
Melanie Rummel, Alderman Second Ward

Stanford Tack, Alderman Third Ward  
Jack Reisenberg, Alderman Third Ward  
Michelle Moreno, Alderman Fourth Ward  
Raymond Buschmann, Alderman Fourth Ward

**CALL TO ORDER AND ROLL CALL**

**6:30**

**PLEDGE OF ALLEGIANCE**

**REPORTS OF CITY OFFICERS**

<b>1. COMMENTS BY MAYOR</b>
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- A. CROYA- Maddy Moore, Scholarship Winner  
-“Spirit of CROYA” Margot Martino Essay Contest**
- B. Consideration of an Ordinance Amending Section 32.083 of the City Code,  
Housing Trust Fund Board. (Waive first reading and grant final approval)**

*PRESENTED BY: Mayor Rob Lansing*

*Staff Contact: Catherine Czerniak, Director of Community Development*

**PURPOSE AND ACTION REQUESTED:** Consideration of an amendment to the City Code adjusting the membership of the Housing Trust Fund Board from seven members to three members.

**BACKGROUND:** The Housing Trust Fund Board (“HTFB”), established in 2011, is an advisory body to the City Council on matters relating to diversity in housing in the community. Unlike other City boards and commissions, the HTFB does not focus on individual petitions but instead, focuses primarily on policy, programs and on making recommendations to the City Council on expenditures of funds from the City’s Housing Trust Fund.

In the past, the seven member HTFB included representatives from local institutions such as the College, the hospital and the Senior Resources Commission and at times, the diversity of interests of the group limited its effectiveness and responsiveness. As a result, in recent years, the Board has been inactive. Given the upcoming significant contribution that will be made to the Housing Trust Fund by the developer of the Laurel and Western Avenues site, Mayor Lansing determined that re-activating the HTFB is appropriate and that by reducing the membership, the Board will be positioned to respond efficiently and effectively to opportunities that arise. When appropriate, the HTFB will bring in representatives from various community institutions to explore partnership opportunities.

After the HTFB has a chance to meet and establish short term goals and a work plan, an update will be provided to the City Council.

A draft of the Ordinance amending the language relating to the Housing Trust Fund Board is included in the Council packet on **page 10**. The proposed Code amendments are highlighted

**COUNCIL ACTION:** If determined to be appropriate by the City Council, waive first reading and grant final approval of the Ordinance amending Section 32.083, Housing Trust Fund Board.

**C. 2017-2018 Board & Commission Appointments/Reappointments**

**HOUSING TRUST FUND BOARD**

NAME OF MEMBER	APPOINT/REAPPOINT	TERM
Donald Schoenheider	Appoint as Chairman	2
Charles King	Appoint	2
Chris Baker	Appoint	1

A copy of the Volunteer profile sheets can be found beginning on **page 16**.

**COUNCIL ACTION:** Approve the Mayor's Appointments

**2. COMMENTS BY CITY MANAGER**

**A. Update on Fort Sheridan Forest Preserve Enhancement Project**

- Ty Kovach, Executive Director, Lake County Forest Preserve District

**B. Tick Talk**

- Sally Swarthout, Director of Parks, Recreation and Forestry

**3. COMMENTS BY COUNCIL MEMBERS**

**PERSONNEL COMPENSATION AND ADMINISTRATION COMMITTEE**

**1. Approval of Metropolitan Alliance of Police (MAP) Collective Bargaining Agreement between the City and the Lake Forest Police Officers**

PRESENTED BY: *DeSha Kalmar, Director of Human Resources (847-810-3530)*

**PURPOSE AND ACTION REQUESTED:** Staff requests approving the renewal collective bargaining agreement between the City and its Police Officers. The PCA Committee will review the economic considerations at a meeting on the morning of June 5.

**BACKGROUND/DISCUSSION:** For the renewal contract, the City and the MAP Local negotiated a successor contract without utilizing attorneys for the negotiating process and came to tentative agreement in late April. The union ratified the tentative contract on May

11, and it is now before the City Council for ratification. The duration of the contract is four years, from May 1, 2017, through April 30, 2021. It includes retroactive pay increases effective May 1, 2017.

**BUDGET/FISCAL IMPACT:** Listed are the sections of the proposed contract that deal with economic items and other items of interest:

**Pay increases:**

Position	FY2018	FY2019	FY2020	FY2021
Police Officer	Steps 1 thru 6 - 1.0%; Step 7 - 2.5%	Steps 1 thru 6 - 0%; Step 7 - 2.5%	Steps 1 thru 3 - 1.5%; Steps 4 thru 6 - 1%; Step 7 - 2.25%	Wage Reopener

The City Council approved general range increases of 1% for Steps 1-6 and 2.5% for Step 7 for non-union City employees in FY18.

**Longevity Pay:**

<u>Years of Service</u>	<u>Eff. 5/1/17</u>	<u>Eff. 5/1/18</u>	<u>Eff. 5/1/19</u>	<u>Eff. 5/1/20</u>
5-9 years	\$35.00/year of service	\$35.00/year of service	\$35.00/year of service	\$35.00/year of service
10 through 14 years	\$40.00 per year of service	\$40.00 per year of service	\$40.00 per year of service	\$40.00 per year of service
15 through 19 years	\$50.00 per year of service	\$50.00 per year of service	\$50.00 per year of service	\$50.00 per year of service
20 years and after	\$75.00 per year of service	\$75.00 per year of service	\$75.00 per year of service	\$80.00 per year of service

The 5/1/17 change in Years 15-19 from \$45 to \$50 is the same as what was agreed to in the Fire contract and for the rest of the City.

**Field Training Officer (FTO) Pay:** Increased from \$2,000 per year to \$3,000 per year. There are 3 FTOs.

**Specialty Unit Pay:** This pertains to officers assigned as Evidence Technicians. Increased from \$500 per year to \$750 per year. There are 8 ETs.

**Agreement on LGDF and Property Tax Freeze:** Should the State reduce the City's LGDF, the annual salary adjustments will be reduced as follows:

Amount of LGDF Reduction	Salary Reduction
1-5% LGDF Reduction	0.2%
6-10% LGDF Reduction	0.4%
Over 10% LGDF Reduction	0.6%

Further, if the State of Illinois legislature freezes local property taxes at any time during the contract period, the City has the right to reopen the wage section only for the fiscal year or years affected by the property tax freeze.

**Compensatory Time:** The amount of compensatory time an officer is allowed to accrue is increasing from 24 hours to 32 hours, and it is "refillable." The payout of unused comp time will change from April 30 to December 31 annually. This allows officers to use their comp time during the summer months, when it is easier for officers to have time off.

**Health Insurance:** Same as all other employees.

**COUNCIL ACTION:** Approval of Metropolitan Alliance of Police (MAP) Collective Bargaining Agreement between the City and the Lake Forest Police Officers for the period May1, 2017 through April 30, 2021.

<b>4. OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL ON NON-AGENDA ITEMS</b>
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<b>5. ITEMS FOR OMNIBUS VOTE CONSIDERATION</b>
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**1. Approval of the May 15, 2017 City Council Meeting Minutes**

A copy of the minutes can be found on **page 20**.

**COUNCIL ACTION:** Approval of the Minutes

**2. Check Register for the period of April 22- May 26, 2017**

Fund	Invoice	Payroll	Total
General	837,623	1,139,497	1,977,120
Water & Sewer	121,178	132,083	253,261
Parks & Recreation	206,667	336,450	543,117
Capital Improvements	104,789	0	104,789
Motor Fuel Tax	0	0	0
Cemetery	50,526	19,479	70,005
Senior Resources	15,417	19,841	35,258
Deerpath Golf Course	191,672	2,054	193,725
Fleet	63,051	36,572	99,623
Debt Funds	1,000	0	1,000
Housing Trust	0	0	0
Park & Public Land	0	0	0
All other Funds	460,713	142,072	602,785
	<b>\$2,052,636</b>	<b>\$1,828,047</b>	<b>\$3,880,683</b>

**3. Resolution of Appreciation for retiring employee Robert O. Martinelli**

A copy of the Resolution can be found beginning on **page 27**.

**COUNCIL ACTION:** Approve the Resolution

#### 4. Consideration and Approval of the Prevailing Wage Resolution

STAFF CONTACT: Margaret Boyer, City Clerk (847-810-3674)

**BACKGROUND/DISCUSSION:** State statutes require that all public bodies awarding contracts for public work should abide by current prevailing wage rates and regulation. The attached Resolution beginning on **page 28** is required to be adopted on an annual basis and a certified copy will be filed with the Illinois Department of Labor. The State of Illinois issued the latest version of prevailing wage, effective June 5, 2017.

COUNCIL ACTION: Adopt the Prevailing Wage Resolution as required by State Statutes.

#### 5. Approval of Benefit Consulting Services to be provided in Fiscal Year 2017 by Wright Benefit Strategies

STAFF CONTACT: DeSha Kalmar, Director of Human Resources (847-810-3530)

**PURPOSE AND ACTION REQUESTED:** Staff is seeking City Council approval of benefit consulting services by Wright Benefit Strategies.

##### PROJECT REVIEW/RECOMMENDATIONS:

Reviewed	Date	Comments
City Council	5/5/17	Approval of Wright Benefit Strategies as an FY18 gray list vendor.

**BACKGROUND/DISCUSSION:** Since 2004, the City has contracted with Wright Benefit Strategies to provide consulting and support services for the City's medical, dental, and life insurance, including providing guidance to our Employee Benefit and Wellness Committees. Wright Benefit Strategies was approved as a gray list vendor for FY18, but City Council is required to approve anything that exceeds \$20,000 for the year. Wright Benefit Strategies has also consulted with the City on special projects in the areas of liability insurance and Federal and State legislation issues involving employee benefits. This item reflects the Wright Benefit Strategies contract for FY18, including special projects.

**BUDGET/FISCAL IMPACT:** The total cost for the recommended services is \$30,000 which has remained the same since FY15 and which has been included in the FY18 budget:

FY2018 Funding Source	Amount Budgeted	Amount Requested	Budgeted? Y/N
General Fund – HR	\$30,000	\$30,000	Y

COUNCIL ACTION: Staff recommends approval of Benefit Consulting Services by Wright Benefit Strategies in the amount of \$30,000.

**6. Consideration of a Recommendation from the Plan Commission in Support of a Plat of Condominium for a Duplex at 1439 and 1441 N. McKinley Road. (Approval by Motion)**

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

**PURPOSE AND ACTION REQUESTED:** Consideration of a recommendation from the Plan Commission in support of final approval of a plat of condominium to allow each unit in an existing duplex building to be held in separate ownership and to identify common areas.

**BACKGROUND/DISCUSSION:**

In May, 2015, based on a recommendation from the Building Review Board, the City Council approved development of a vacant lot at 1439/1441 McKinley Road with a duplex and detached garage. Construction on the site is nearing completion.

The City Code requires that any development that creates parcels or units that will be held in separate ownerships must be approved through a public process and documented with a recorded plat. The plat of condominium as recommended by the Plan Commission delineates each unit and identifies common areas including the front and rear yards; and the garage. A Declaration of Covenants and Bylaws for the condominium units will be recorded with the property, as required by State Statute, and will be subject to review and final approval by the City Attorney.

No improvements or alterations to the property are proposed or authorized in conjunction with the approval of the plat of condominium.

The Plan Commission held a public hearing on May 11, 2017, to consider this petition. A neighboring property owner inquired about fencing and plantings on the property. The Plan Commission clarified that work at the site will be completed consistent with the previously approved plans. The Plan Commission voted 6 to 0 to recommend approval of the plat of condominium to the City Council. The Plan Commission's report and a copy of the plat are included in the Council packet beginning on **page 49**.

**COUNCIL ACTION:** Approve a motion granting final approval of the plat of condominium for 1439 and 1441 N. McKinley Road.

**7. Consideration of Ordinances Approving Recommendations from the Building Review Board. (First Reading and if Desired by the City Council, Final Approval)**

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

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

20 N. Western Avenue - The Building Review Board recommended approval of revisions to previously approved plans. The Building Review Board first considered this project in February, 2016, as a second floor addition and repairs to the existing house. Shortly after work started at the site,

structural issues were found that required more extensive work and demolition than originally planned or approved. The recommendation now presented for Council consideration approves the demolition of a structurally unsound rear portion of the house and the reconstruction of the west elevation in the area where the demolition will occur. The Board directed the staff to assure that the structural aspects of the existing home are reviewed and approved by a licensed engineer. A neighboring property owner raised concerns about the unkempt condition of the site and the structural integrity of the existing house. He asked that the site be developed and maintained in a manner that is compatible with the surrounding homes. The Preservation Foundation stated support for the project and agreed that work at the site should proceed in a manner compatible with the surrounding neighborhood. The Board directed staff to work with the petitioner to get the site cleaned up and to establish a reasonable time frame for completion of the project in an effort to bring this ongoing project to a close. (Board vote: 6-0, approved)

145 S. Green Bay Road - The Building Review Board recommended approval of alterations and an addition to the north wing of the Lake Forest Country Day School, the Performing Arts Center. This is the second phase of a larger project which was previously approved by the Board and City Council. The first phase of the project involves an entrance addition and upgrades to the south wing, the Athletic Center. The Lake Forest Preservation Foundation presented testimony in support of the project. There was no other public comment presented to the Board. (Board vote: 6-0, approved)

The Ordinances approving the petitions as recommended by the Building Review Board, with key exhibits attached, are included in the Council packet beginning on **page 53**. 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 in accordance with the Building Review Board's recommendations.

**COUNCIL ACTION:** Approval of the Seven (7) Omnibus items as presented

<b>6. ORDINANCES</b>
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**1. Consideration of an Ordinance Authorizing the Elawa Farm Centennial Celebration.  
(First Reading, and if desired by the City Council, Final Approval)**

*PRESENTED BY: Mike Strong, Assistant to the City Manager (810-3680)*

**PURPOSE AND ACTION REQUESTED:** Consideration of an Ordinance authorizing the Elawa Farm Centennial Celebration on Saturday, September 9, 2017.

**BACKGROUND/DISCUSSION:** On May 15, 2017, the Elawa Farm Foundation ("**Foundation**") made a request to the City Council to authorize an exception from the Special Use Permit ("**SUP**") that would permit them to host up to 300 patrons for a Centennial Celebration that is planned to take place on Saturday, September 9, 2017, from 6:00 p.m. to 11:00 p.m.

Due to the unique nature of the planned event, the City Council indicated that it was generally in favor of granting an exception for the event. In addition to the feedback

provided by the City Council, the Middlefork Homeowners Association ("**Association**") has submitted correspondence to the City concerning this event, a copy of which is attached on **page 73**. The Association has requested that all other conditions within the SUP be strictly enforced, including the provisions to disallow street parking, and ensure noise level adherence for any amplified music during the event.

Based on this collective feedback, City staff is recommending approval of an Ordinance subject to certain terms and conditions as outlined in the attachment, including:

- All other conditions with the SUP be met and satisfied;
- All applicable permits be applied for and provided for the event;
- No music amplification be allowed for the duration of the event;
- A logistics plan is submitted that provides information and details concerning the various event activities that will occur (i.e. site plan, schedule of events, contact information, identification of temporary facilities, plans for inclement weather, security, etc.); and
- The City is copied on all notification that is distributed to the tenants and adjacent property owners.

The proposed Ordinance is included in the agenda packet beginning on **page 74**, which formally authorizes an exception from the SUP for the duration of the event.

Since the development of the Ordinance, the City has received subsequent correspondence from the Foundation, attached on **page 80**, indicating an interest in having amplified music for the event due to a recent wedding cancellation. Should the City Council be in favor of granting this request, a modification to the Ordinance is recommended.

**PROJECT REVIEW/RECOMMENDATIONS:**

Reviewed	Date	Comments
City Council	May 15, 2017	Discussed

**COUNCIL ACTION:** If determined to be appropriate by the City Council, waive first reading, and grant final approval of an Ordinance Authorizing the Elawa Farm Centennial Celebration

**7. NEW BUSINESS**

1. Discussion on City's Communication Program and future modifications and/ or expansions.

PRESENTED BY: Robert Kiely Jr., City Manager and Susan Banks,  
Communications Manager (847-810.3672)

Background information can be found beginning on **page 81**.

**8. ADDITIONAL ITEMS FOR COUNCIL DISCUSSION**

**9. ADJOURNMENT**



Office of the City Manager

May 31, 2017

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 Robert R. Kiely, Jr., at (847) 234-2600 promptly to allow the City to make reasonable accommodations for those persons.



**THE CITY OF LAKE FOREST**

**ORDINANCE NO. 2017 - \_\_\_\_**

**AN ORDINANCE AMENDING SECTION 32.083 - "HOUSING TRUST FUND BOARD"  
OF THE CITY CODE**

**WHEREAS**, The City of Lake Forest is a home rule, special charter municipal corporation; and

**WHEREAS**, from time to time it is appropriate to review, update and modify the City Code of Lake Forest (the "**City Code**") to assure that it appropriately responds to current community needs, issues and opportunities; and

**WHEREAS**, after a period of inactivity; reconfiguration and reactivation of the Housing Trust Fund Board is appropriate to position the City to respond to and take advantage of upcoming opportunities to increase the diversity of the City's housing stock; and

**WHEREAS**, the Mayor and City Council, having determined that adopting this Ordinance and amending Section 32.083 of the City Code relating to the Housing Trust Fund Board, hereinafter set forth, will be in the best interests of the City and its residents;

**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 adopted by this reference as the findings of the City Council and are hereby incorporated into this Section as if fully set forth.

**SECTION TWO:**     **Amendment to Section 32.083.** Section 32.083, entitled "Housing Trust Fund Board," of the City Code is hereby amended as follows:

- Section 32.083 is hereby amended in part and shall hereafter be and read as reflected in Exhibit A which is attached hereto and made a part hereof.

**SECTION THREE: Effective Date.** This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Passed this \_\_\_\_ day of \_\_\_\_, 2017

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this \_\_\_\_ day of \_\_\_\_, 2017

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**§ 32.083 HOUSING TRUST FUND BOARD.**

(A) *Creation.* There is hereby created a Housing Trust Fund Board. The Board shall advise the City Council in the management and administration of the Housing Trust Fund. The Board shall be subject to the provisions of the Illinois Open Meetings Act, being 5 ILCS 120.

(B) *Purpose.* The Board shall make recommendations to the City Council regarding the programs and operations of the Housing Trust Fund, including, without limitation:

- (1) The goals for the Housing Trust Fund;
  - (2) The Housing Trust Fund's operating budget and projected expenditures and revenue;
  - (3) The Housing Trust Fund's funding and award policies and priorities;
  - (4) The development of the Housing Trust Fund's programs;
  - (5) The Housing Trust Fund's program requirements;
  - (6) The Housing Trust Fund's procedures for disbursing Fund resources;
  - (7) The review of applications for Housing Trust Fund awards;
  - (8) The granting of awards;
  - (9) The monitoring of eligible activities funded by the Housing Trust Fund;
- and
- (10) The evaluation of Housing Trust Fund activities.

(C) *Members.* The Housing Trust Fund Board shall consist of ~~seventeen~~ **seventhree** members, each of whom shall have demonstrated interest, knowledge, ability, experience or expertise in one or more of the following areas: housing related issues, the needs and interests of senior citizens, financing mechanisms for affordable and moderately priced housing units, employer assisted housing, legal aspects of establishing and maintaining units as affordable, development review and approval processes and the character of the city. Consideration shall be given to the appointment of individuals serving on (or who have served on) the City Council and related city boards and commissions including, but not limited to, the Senior Resources Commission and the Plan Commission. In addition, Board members shall be residents of the city or affiliated with major employers located in the city. Each Board member shall have one vote.

(D) *Appointment, terms, vacancies and ethical responsibilities.*

(1) Board members shall be appointed by the Mayor with the advice and consent of Council for terms of two years; provided that the Mayor may initially appoint up to ~~fourteen~~ **fourone** members with an initial terms of one year so that appointments shall be staggered to ensure that the terms of not more than ~~fourtwo~~ Board members shall expire in any calendar year. Every Board member shall continue in office after expiration of the term until a successor shall have been duly appointed. Terms shall commence on May 1, except when a vacancy is created by the resignation or disqualification of a Board member prior to expiration of that Board member's term, in which case such term shall commence on the date of the appointment.

(2) Board members shall be eligible for re-appointment, provided that no member shall serve more than three consecutive full two-year terms.

(3) Vacancies on the Board shall be filled by the Mayor with the advice and consent of Council for the unexpired term of the former Board member.

(4) Any Board member may be removed from office at any time by the Mayor for failure to regularly attend meetings or inattention to duties or responsibilities.

(5) Board members shall be subject to the provisions of all rules, regulations, ordinances and statutes governing conduct of members of the boards and commissions of the city, including but not limited to Chapter 40, Governmental Ethics, of the city code, state statutes regarding gifts to public officials, filing of statements of economic interest, and the like. In addition, during and for two years after a Board member's term on the Housing Trust Fund Board, a Board member shall not have any financial interest (as defined in § 40.02 of the city code) in any affordable housing development in the city that has received or requested (or may receive or request) moneys from the Housing Trust Fund.

(E) *Compensation.* Board members shall serve without compensation.  
(Ord. 2011-01, passed 1-3-2011)



**Exhibit A**  
Amended Section 32.083 (clean version)

**§ 32.083 HOUSING TRUST FUND BOARD.**

(A) *Creation.* There is hereby created a Housing Trust Fund Board. The Board shall advise the City Council in the management and administration of the Housing Trust Fund. The Board shall be subject to the provisions of the Illinois Open Meetings Act, being 5 ILCS 120.

(B) *Purpose.* The Board shall make recommendations to the City Council regarding the programs and operations of the Housing Trust Fund, including, without limitation:

- (1) The goals for the Housing Trust Fund;
  - (2) The Housing Trust Fund's operating budget and projected expenditures and revenue;
  - (3) The Housing Trust Fund's funding and award policies and priorities;
  - (4) The development of the Housing Trust Fund's programs;
  - (5) The Housing Trust Fund's program requirements;
  - (6) The Housing Trust Fund's procedures for disbursing Fund resources;
  - (7) The review of applications for Housing Trust Fund awards;
  - (8) The granting of awards;
  - (9) The monitoring of eligible activities funded by the Housing Trust Fund;
- and
- (10) The evaluation of Housing Trust Fund activities.

(C) *Members.* The Housing Trust Fund Board shall consist of three members, each of whom shall have demonstrated interest, knowledge, ability, experience or expertise in one or more of the following areas: housing related issues, the needs and interests of senior citizens, financing mechanisms for affordable and moderately priced housing units, employer assisted housing, legal aspects of establishing and maintaining units as affordable, development review and approval processes and the character of the city. Consideration shall be given to the appointment of individuals serving on (or who have served on) the City Council and related city boards and commissions including, but not limited to, the Senior Resources Commission and the Plan Commission. In addition, Board members shall be residents of the city or affiliated with major employers located in the city. Each Board member shall have one vote.

(D) *Appointment, terms, vacancies and ethical responsibilities.*

(1) Board members shall be appointed by the Mayor with the advice and consent of Council for terms of two years; provided that the Mayor may initially appoint up to one member with an initial term of one year so that appointments shall be staggered to ensure that the terms of not more than two Board members shall expire in any calendar year. Every Board member shall continue in office after expiration of the term until a successor shall have been duly appointed. Terms shall commence on May 1, except when a vacancy is created by the resignation or disqualification of a Board member prior to expiration of that Board member's term, in which case such term shall commence on the date of the appointment.

(2) Board members shall be eligible for re-appointment, provided that no member shall serve more than three consecutive full two-year terms.

(3) Vacancies on the Board shall be filled by the Mayor with the advice and consent of Council for the unexpired term of the former Board member.

(4) Any Board member may be removed from office at any time by the Mayor for failure to regularly attend meetings or inattention to duties or responsibilities.

(5) Board members shall be subject to the provisions of all rules, regulations, ordinances and statutes governing conduct of members of the boards and commissions of the city, including but not limited to Chapter 40, Governmental Ethics, of the city code, state statutes regarding gifts to public officials, filing of statements of economic interest, and the like. In addition, during and for two years after a Board member's term on the Housing Trust Fund Board, a Board member shall not have any financial interest (as defined in § 40.02 of the city code) in any affordable housing development in the city that has received or requested (or may receive or request) moneys from the Housing Trust Fund.

(E) *Compensation.* Board members shall serve without compensation.  
(Ord. 2011-01, passed 1-3-2011)

## Volunteer List

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## Contact Info

- First Name: **Donald**
- Last Name: **Schoenheider**
- E-mail: **dschoenheider@libertyproperty.com**
- Title:
- Organization:
- Address: **1605 Tall Grass Lane**
- Address Line 2:
- City: **Lake Forest**
- State: **IL**
- Zip:
- Mobile Phone:
- Home Phone:
- Notes:

**2013 candidate for mayor and acting mayor upon resignation of Mayor Cowhey**

## Resident Data/Stats

- Ward: **Ward 3**
- Precinct:
- US Citizen:
- Registered Voter:
- Lake Forest Resident since(YYYY): **11**
- Business Name: **Liberty Property Trust**
- Type of Business: **Commercial Real Estate Development**
- Business Phone: **847-264-2121**
- Position: **Vice President/City Manger/Co Leader National Industrial Group**
- Date of Birth (Optional):
- Education:

**BA/Valparaiso University**

**Graduate Work in Public Administration (MPA)  
University of Illinois/Springfield**

- Spouse's Name: **Cecile**
- Children's Birth Years:.

## Interest in Community Positions

- Mayor: **I Currently Hold This Office**
- Alderman: **I Have Held This Office In The Past**
- Building Review Board (BRB): **I Have Held This Office In The Past**
- Other Positions: **26 years in the area of commercial real estate development, asset management, and brokerage. Experience in state and local government/community development**

## Other Considerations

- Please list any regular commitments or travel that would interfere with your attendance at scheduled meetings:

**None**

- Please list any current or previous community service activities, interests, directorships, etc. – public or private. For each activity please indicate years served and positions held:

**Alderman/City of Lake Forest Third Ward/2 years**

**Member/Laurel Avenue Redevelopment Committee-2 years**

**City of Lake Forest/Building Review Board-5 years**

**City of Lake Forest/Building Review Board/Chairman-1 year**

**Member/Lake Forest Caucus-1 year**

**Board Member/Conway Farms Homeowners Assn-3 years**

**Co-President/School of St. Mary Parents Club-2 years**

**Coach/AYSO Soccer/4 years**

**Coach/Lake Bluff Baseball/1 year**

- Please list other activities, specialized skills, knowledge, or professional experience that would contribute to your effectiveness in the position(s) for which you are applying or expressing possible future interest:

**26 years in the area of commercial real estate development, asset management, and brokerage.**

**Experience in state and local government/community development**

- References (Optional):

**James Cowhey, Mayor, City of Lake Forest**

**Michael Rummel, Former Mayor, City of Lake Forest**



*Please state briefly why you are volunteering to serve The City of*

- *Lake Forest:*

***It has been very gratifying to have the opportunity to give back to our community in any way, and I look forward to continuing to do so.***

*Please list any interests or activities that could lead to, or BE PERCEIVED as, a conflict of interest if you become a candidate or*

- *appointee.:*

***None***

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# Volunteer List

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## Contact Info

- First Name: **Charles**
- Last Name: **King**
- E-mail: **cking@westminsterfunds.com**
- Title: **Principal - Asset Management**
- Organization:
- Address: **757 Valley Road**
- Address Line 2:
- City: **Lake Forest**
- State: **IL**
- Zip:
- Mobile Phone:
- Home Phone:
- Notes:

**initial appointment to BRB 5/09  
reappt 5/11, 5/13 (made chairman)  
term limit 2015**

## Resident Data/Stats

- Ward: **Ward 2**
- Precinct:
- US Citizen:
- Registered Voter:
- Lake Forest Resident since(YYYY):**3**
- Business Name: **The Westminster Funds**
- Type of Business: **Commercial Real Estate**
- Business Phone: **847-234-1123**
- Position: **Principal - Asset Management**
- Date of Birth (Optional):
- Education:

**BBA - Finance and Marketing - University of Wisconsin  
(graduated 1990)  
MS - Real Estate & Urban Land Economics - University  
of Wisconsin (graduated 1994)**

- Spouse's Name: **Molly King**
- Children's Birth Years:**9, 7 & 7**

## Interest in Community Positions

- Building Review Board (BRB):**Consider Me For this Position In the Future**
- Fireman's Pension Fund - Board of Trustees:**Consider Me For this Position In the Future**
- Park & Recreation Board:**Consider Me For this Position In the Future**
- Planning Commission Labels:**Consider Me For this Position In the Future**
- Police Pension Fund - Board of Trustees:**Consider Me For this Position In the Future**
- Zoning Board of Appeals (ZBA):**Consider Me For this Position In the Future**
- Other Positions: **I have been in the finance and commercial real estate industries for over 15 years, with a wide breadth of knowledge of both sectors. As a Principal of the Westminster Funds, I manage a portfolio of commercial buildings including office, industrial and retail projects that are valued in excess of \$500 million.**

## Other Considerations

- Please list any regular commitments or travel that would interfere with your attendance at scheduled meetings:

**N/A**

- Please list any current or previous community service activities, interests, directorships, etc. – public or private. For each activity please indicate years served and positions held:

**Currently serve as the Treasurer for the Ponds Homeowners Association, where I have been a board member for 2 years. Active in Cub Scout Pack 48 with my nine year old Sam (no formal position held). Our family is a member of the Winter Club, where we enjoy tennis, hockey and swimming.**

- Please list other activities, specialized skills, knowledge, or professional experience that would contribute to your effectiveness in the position(s) for which you are applying or expressing possible future interest:

**I have been in the finance and commercial real estate industries for over 15 years, with a wide breadth of knowledge of both sectors. As a Principal of the Westminster Funds, I manage a portfolio of commercial buildings including office, industrial and retail projects that are valued in excess of \$500 million.**

- References (Optional):

**Mark McGreevy  
Robert Lansing  
Edward Notz**

- Please state briefly why you are volunteering to serve The City of Lake Forest:

***My wife and I chose to raise our family in this community, and we want to contribute in every way possible to make sure Lake Forest remains an outstanding place to live, work and play.***

***Potential conflicts may include City dealings with my firm The Westminster Funds or The Ponds subdivision.***

[Back](#)

*Please list any interests or activities that could lead to, or BE PERCEIVED as, a conflict of interest if you become a candidate or*

- *appointee.:*

The City of Lake Forest  
CITY COUNCIL  
***Proceedings of the Monday, May 15, 2017***  
City Council Meeting - City Council Chambers, 6:30pm

CALL TO ORDER AND ROLL CALL: Honorable Mayor Lansing called the meeting to order at 6:35pm, and City Clerk Margaret Boyer called the roll of Council members.

Present: Honorable Mayor Lansing, Alderman Beidler, Alderman Morris, Alderman Newman, Alderman Rummel, Alderman Tack, Alderman Reisenberg, Alderman Moreno and Alderman Buschmann.

Absent: None.

Also present were: Robert Kiely Jr., City Manager; Catherine Czerniak, Director of Community Development, Elizabeth Holleb, Director of Finance; Victor Filippini, City Attorney; Susan Banks, Communications Manager; Michael Thomas, Director of Public Works; Karl Walldorf, Chief of Police; Pete Siebert, Fire Chief; Mike Strong, Assistant to the City Manager along with other members of City Staff.

There were approximately 60 persons present in the Council Chamber.

CALL TO ORDER AND ROLL CALL 6:35 pm

PLEDGE OF ALLEGIANCE was recited by all those present in the Chamber.

**REPORTS OF CITY OFFICERS**

**COMMENTS BY MAYOR**

Mayor Lansing introduced Fire Chief Pete Siebert who gave provided a professional background of firefighters Cory Kazimour, Matthew Rausch and Jacob Rieper. Mayor Lansing administered the Oath to each of them.

- A. **Promotion of Fire Lieutenant Cory Kazimour to Battalion Chief**
- B. **Promotion of Firefighter/Paramedic Matthew Rausch to Lieutenant**
- C. **Swear in Firefighter/Paramedic Jacob Rieper**
- D. **2017-2018 Board and Commission Appointments/Reappointments**

Mayor Lansing made the following appointments:

**GORTON COMMUNITY CENTER**

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Nick Bothfeld	Appoint	3
Bill Moskoff	Appoint	1

**BUILDING REVIEW BOARD**

NAME OF MEMBER	APPOINT/REAPPOINT	WARD

Chris Bires	Appoint	2
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**COUNCIL ACTION: Approve the Mayors Appointments**

Alderman Moreno made a motion to approve the Mayor's Appointments, seconded by Alderman Beidler. Motion carried unanimously by voice vote.

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

Mayor Lansing announced the following Resolutions of Appreciation:

BOARD, COMMISSION OR COMMITTEE	NAME OF MEMBER(S)
LIBRARY BOARD	Elizabeth Grob
GORTON COMMUNITY CENTER	James "Jed" Morris

**COUNCIL ACTION: Approve the Resolution**

Alderman Rummel made a motion to approve the Resolutions of Appreciation, seconded by Alderman Moreno. Motion carried unanimously by voice vote.

**F. Lake Forest Day Proclamation**

Mayor Lansing read the Proclamation and presented it to Bud Turner, Chris Miller and John Sentell. Photos were taken.

**G. Historic Preservation Month Proclamation**

Mayor Lansing read the Proclamation and presented it to Jim Opsitnik.

**COMMENTS BY CITY MANAGER**

City Manager Robert Kiely reminded residents of Ward Meetings: Ward 3 is on Wednesday, May 17, 7-8:30 at Gorton and Ward 4 is on Thursday, May 18, 7-8:30 at Fire Station 2.

**A. City Manager Robert Kiely Jr. Update on the Condition of the South Beach Access Road  
-Michael Thomas, Director of Public Works**

Mr. Kiely introduced Mike Thomas, Director of Public Works, who gave an update to the City Council on the monitored increased "slide" that is occurring at the South Beach Access Road, the short term actions that City has taken to relieve stress on the slope and the scheduled timeline of anticipated repairs. The City Council had discussion on previous discussion the actions taken by previous City Councils and the expected longevity of the road, notifying boat owners of the situation and the options for repair.

**B. Report on the Lake Forest College Home for Dinner Program  
-Mary Duckworth, Associate Director of Residence Life for Learning and Development at Lake Forest College**

City Manager Robert Kiely reported that under the leadership of former Mayor Don Schoenheider and Steve Schutt, the City and Lake Forest College created the Founders Council to strengthen the relationship and bond the College and the City share. Mr. Kiely introduced Mary Duckworth, who gave an overview of the pilot program, "Home for Dinner", that is a product of the Founders Council. The goal is to connect 30-40 new students with families in Lake Forest for a series of dinners throughout the year. The response from both students and families has been very favorable. Mr. Kiely reported that there are already a few Council Members who have signed up with the College.

**C. Community Spotlight**

**-Elawa Farm-100<sup>th</sup> Anniversary Celebration and Upcoming Events**

**-Dianne FitzSimons, President Elawa Farm Foundation**

**1. Discussion of a Special Event Permit Application for an Elawa Farm Fundraiser and Centennial Celebration Event.**

City Manager Robert Kiely introduced Dianne FitzSimons, who gave an overview of Elawa Farm and its programming. Ms. FitzSimons also asked the City Council to consider the special event application that had been submitted.

The City Council had discussion on the difference between the Special Use Permit (SUP) that Elawa currently operates under and the Special Event Permit application that has been submitted. Also discussed was parking, shuttle bussing, amplified music, private security and the rules of the SUP. It was suggested that the Plan Commission review the SUP and make sure that the balance of the intent of the permit is restored. The City Council directed Staff to work with the Elawa Farm Foundation and the City Attorney to put an agreement in place to allow for this particular the special event application to be approved outside the current SUP.

**COUNCIL ACTION: For discussion only.**

**D. Pre FY2019 Fiscal Planning and Presentation Schedule**

City Manager Robert Kiely reported to the Council that a Special City Council Workshop is scheduled for Monday, June 19 at 4pm for the purpose of Public Safety Pension Primer and Actuarial Assumptions. This workshop will be followed up at a City Council meeting to identify the fiscal stress parameters. He reported that the Public Works Committee will be holding preliminary discussions on Fire vehicle replacement, with the results of those conversations being brought to the City Council in August. An additional Workshop meeting in August is being considered for the City Council to review the fiscal stress parameters and at the November Budget Workshop meeting, there will be a Capital Asset Management Plan discussion.

<b>COMMENTS BY COUNCIL MEMBERS</b>
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**FINANCE COMMITTEE**

**1. Consideration of an Ordinance providing for the Issuance of Approximately \$9,450,000 General Obligation Bonds, Series 2017, for the purpose of financing certain capital improvements to the City's water treatment plant, providing for the levy and collection of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof. (Second Reading and Final Approval)**

Elizabeth Holleb, Finance Director, shared the great news that the interest rate on the Sale of the Bonds was under 3%. Ms. Holleb recapped that in order to fund the planned improvements to the City's Water Plant, the Five Year Capital Improvement Program had originally anticipated the issuance of general obligation

bonds in Fiscal Year 2018 of \$9.3 million in net proceeds. It was originally projected that the Bond issue would be \$9.45 million and that to save costs the City would only issue one bond and hold the proceeds over a two year period. This will allow for interest only payment for two years and minimal impact on water rates to residents.

Ms. Holleb reported that on May 11, Moody's issued an opinion of a Aaa rating for the City, and affirmed the Aaa rating on the current City debt. Ms. Holleb reported on the Bonds Sale results of a Competitive Auction held on May 15

- Online auction by Speer Financial
- Eight (8) Bidders submitted 38 total bids
- Successful Bidder – Robert Baird
  - Bond size adjusted to \$9,295,000
  - True Interest Cost (2.9495%)
    - Better than estimate of 3.6%
  - Coupon rates of 2.00% (2023) to 3.50% (2037)
- Bonds maturing December 2026 and later are callable beginning 12/15/2025

Ms. Holleb stated that the Bond size was adjusted downward to \$9,295,000 because of the interest rate. Speer Financial recommended awarding the bid to Robert W Baird & Co. Incorporated, Milwaukee, WI. Ms. Holleb asked the City Council for consideration of an Ordinance providing for the Issuance of \$9,295,000 General Obligation Bonds, Series 2017, for the purpose of financing certain capital improvements to the City's water treatment plant, providing for the levy and collection of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof. (Second Reading and Final Approval)

Ms. Holleb acknowledged the City's Bond Counsel, Chapman and Cutler and Dan Forbes of Speer Financial.

The City Council had discussion on the interest rate and the original estimate of a 3.8% rate vs. the interest rate of 2.9495%.

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

**COUNCIL ACTION: Grant final approval of the bond ordinance. An online bid will occur on Monday, May 15. At the May 15 City Council meeting, a final bond ordinance reflecting results of the bid auction will be presented for City Council consideration that will include the successful bidder information and financial details.**

Alderman Reisenberg made a motion to Grant final approval of the bond ordinance. An online bid will occur on Monday, May 15. At the May 15 City Council meeting, a final bond ordinance reflecting results of the bid auction will be presented for City Council consideration that will include the successful bidder information and financial details, seconded by Alderman Moreno. The following voted "Aye": Aldermen Beidler, Morris, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following abstained: Alderman Newman, 1. The following voted "Nay": None. 7- Ayes, 1-Abstention, 0 Nays, motion carried.

## **LAKE FOREST MARKETING CAMPAIGN COMMITTEE**

### **1. Campaign Update and Status Report**

Alderman Prue Beidler reviewed the budget for the Marketing Campaign and explained that it takes place over a three year period. She stated that she will be updating the City Council on a regular basis of the progress of Marketing Committee. Then she introduced Phil Gayter of Brandstorm. Mr. Gayter gave a presentation of the branding elements of the "Welcome Home" movement campaign and a short video was shown.

The City Council had discussion on target audience's, use of campaign material and offered suggestions to the Marketing Committee.

**COUNCIL ACTION: For discussion only**

- 2. Consideration to Waive Purchasing Requirement for Competitive Pricing per Administrative Directive 3-5, and Award a Three year Contract for Advertising in relation to the Lake Forest Marketing Campaign in the amount of \$49,992.00 to JWC Media.**

Alderman Prue Beidler gave a brief overview of the exploration of print media options and recommends purchasing advertising in Sheridan Road magazine (a JWC subsidiary publication), which is distributed to every household and business in Lake Forest, Lake Bluff, Highland Park, Glencoe, Winnetka, Northfield, Wilmette, Kenilworth, Northbrook and Glenview. Sheridan Road magazine has an average readership rate of 120,000. The team recommends a series of full page, four-color ads in the magazine. Other print media being explored includes Crain's Chicago Business, Chicago magazine, and Chicago Parent as the Team targets young professionals and families. She noted that the cost of advertising in Sheridan Road includes a discounted rate with 8 print ads running from June 2017-June 2018 and a free editorial article in the June 2017 issue.

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

**COUNCIL ACTION: Consideration to Waive Purchasing Requirement for Competitive Pricing per Administrative Directive 3-5, and Award a Three year Contract for Advertising in relation to the Lake Forest Marketing Campaign in the amount of \$49,992.00 over a period of three years (FY 2018, 2019 and 2020) to JWC Media.**

Alderman Reisenberg made a motion to Award a Three year Contract for Advertising in relation to the Lake Forest Marketing Campaign in the amount of \$49,992.00 over a period of three years (FY 2018, 2019 and 2020) to JWC Media and Waive Purchasing Requirement for Competitive Pricing per Administrative Directive 3-5, seconded by Alderman Beidler. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8- Ayes, 0 Nays, motion carried.

<b>OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL ON NON-AGENDA ITEMS</b>
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<b>ITEMS FOR OMNIBUS VOTE CONSIDERATION</b>
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- 1. Approval of the May 1, 2017 First Session City Council Meeting Minutes**
- 2. Approval of the May 1, 2017 Second Session City Council Meeting Minutes**



**COUNCIL ACTION: Approval of the two (2) Omnibus items as presented**

Mayor Lansing asked members of the Council if they would like to remove any item or take it separately. Seeing none, Mayor Lansing asked for a motion to approve the two Omnibus items as presented.

Alderman Newman made a motion to approve the two Omnibus items as presented, seconded by Alderman Moreno. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8- Ayes, 0 Nays, motion carried.

*Information such as Purpose and Action Requested, Background/ Discussion, Budget/ Fiscal Impact, Recommended Action and a Staff Contact as it relates to the Omnibus items can be found on the agenda.*

<b>ORDINANCES</b>
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<b>NEW BUSINESS</b>
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**1. Request for City Council Approval of an Agreement for Professional Design Services for the Telegraph Metra Station Train Bridge Project**

Bob Ells, Superintendent of Engineering, reported that the number one goal of the project is public safety. Mr. Ells stated that staff is requesting City Council approval to enter into an agreement with Hanson Professional Services Inc. to perform professional design services for the Telegraph Metra Station Train Bridge Project.

Mr. Ells reported that in March, 2012, the City awarded a contract to HDR, Inc. to perform Phase I preliminary design services for the Telegraph Metra Station Pedestrian Underpass Project. The cost of this contract was \$208,485.93 and was paid for by The City of Lake Forest. HDR prepared eight design concepts for City review. The basis of design for all of the alternatives was the overwhelming input from Metra and its tenant railroads that there be no interruption to train schedules during the entire construction of an underpass. This meant that a pedestrian tunnel would need to be installed using a "jack & bore" method under the live railroad tracks. City Council ultimately chose option 2b which became known as the "Bowl Design". Upon completion and approval of the preliminary design phase in June, 2013, the estimated project cost was \$5,000,000.00.

The City then entered into a Phase II final design contract with HDR in the fall of 2013. The design fee for Phase II was \$549,673.00 to be paid at an 80/20 split with the Federal grant paying the 80% and the State paying the 20%.

Once detailed design work and geotechnical studies were underway, it was determined that the anticipated structural concept of using sheeting and piles to reinforce the retaining wall systems along the track would not be adequate due to soil conditions. The basis of the structural design was changed to a drilled shaft concept which increased the estimated cost of the project significantly.

At the conclusion of the Phase II final design, the project construction estimate was \$10,807,627.00 with an estimated construction engineering cost of \$1,200,000.00 bringing the anticipated total cost to just over \$12 million dollars. After discussions with Metra on strategies to move forward with the project, the City hired a third-party consultant to verify the HDR cost data. Using the HDR design data, the consultant priced the cost of constructing the "bowl design" at \$13,438,403.

With the estimated costs associated with constructing a pedestrian underpass using the traditional construction method of boring and jacking the tunnel under the tracks now verified, the City once again met with Metra officials. The discussion centered around changing the method of construction from installing an underground tunnel to constructing a train bridge that would require limited, scheduled track outages but anticipated to reduce the construction costs by approximately \$2,500,000. Metra has agreed in principal to support this construction method.

Once the design is completed and an engineer's estimate of cost can be created, it will be sent to IDOT for approval. The City will pay Hanson directly for the design services and be reimbursed at 100% from the State funds previously secured.

The City Council had discussion on the IDOT approval process, the phases of the project, where the money to pay for the project will come from and the assurance from Metra on the project. City Manager Kiely reported that these are Federal Dollars administered by the State of Illinois and that the City has and will continue to apply for grant funding to pay for this project.

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

**COUNCIL ACTION: Acknowledge the exception noted in Section 9.0K of the City's Purchasing Directive authorizing a waiver of bidding for professional Services based on existing relationship and approve an agreement with Hanson Professional Services for Professional Design Services for the Telegraph Metra Station Train Bridge Project in the amount of \$281,421.**

Alderman Beidler made a motion to approve an agreement with Hanson Professional Services for Professional Design Services for the Telegraph Metra Station Train Bridge Project in the amount of \$281,421 and pursuant the exception noted in Section 9.0K of the City's Purchasing Directive authorizing a waiver of bidding for professional Services based on existing relationship, seconded by Alderman Reisenberg. The following voted "Aye": Aldermen Beidler, Morris, Newman, Rummel, Tack, Reisenberg, Moreno and Buschmann. The following voted "Nay": None. 8- Ayes, 0 Nays, motion carried.

#### **ADDITIONAL ITEMS FOR COUNCIL DISCUSSION**

The Council asked for the Real Estate Transfer Tax appeal time frame and a discussion to amend utility billing be given consideration. Staff reported that a comprehensive amendment to a portion of the City Code will be coming to the Council for consideration.

#### **ADJOURNMENT**

There being no further business. Alderman Rummel made a motion to adjourn, seconded by Alderman Newman. Motion carried unanimously by voice vote at 9:17p.m.

Respectfully Submitted  
Margaret Boyer

*A video of the City Council meeting is available for viewing at the Lake Forest Library and on file in the Clerk's office at City Hall. You can also view it on the website by visiting [www.cityoflakeforest.com](http://www.cityoflakeforest.com). Click on I Want To, then click on View, then choose Archived Meetings Videos.*



## ***RESOLUTION OF APPRECIATION***

**WHEREAS, ROBERT O. MARTINELLI** has been a dedicated employee of The City of Lake Forest since December 5, 1994; and

**WHEREAS, ROBERT O. MARTINELLI** will honorably retire from the City on **June 04, 2017**; and

**WHEREAS, ROBERT O. MARTINELLI** served in the following positions during his dedicated career: *(Firefighter/Paramedic, Lieutenant, Department Medical Officer, Member of the Lake County Technical Rescue Team, and the Foreign Fire Committee)*. In addition **ROBERT O. MARTINELLI** received numerous accomadations and letters of gratitude for oustnding service throughout his career.

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

**BE IT FURTHER RESOLVED** that this Resolution be appropriately inscribed and conveyed to **ROBERT**, with a copy to be included in the official minutes of the **June 05, 2017** meeting of the Lake Forest City Council.

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Mayor

**RESOLUTION #2017-\_\_\_\_\_**

**RESOLUTION CERTIFYING COMPLIANCE WITH THE ILLINOIS PREVAILING WAGE LAW**

**WHEREAS**, 820 Illinois Compiled Statutes, 130/1 et. seq., (1993), formerly IL Rev. Stat., Ch. 48, Par. 39s-1 et. seq., Prevailing Wage Law, requires that the public body awarding contracts for public work or doing the work by day labor shall ascertain the general prevailing hourly rate of wages for employees engaged on such work; and

**WHEREAS**, the Statutes further provide said rates of pay be publicly posted and/or kept available for inspection by any interested party and a certified copy thereof promptly filed in the Office of the Secretary of State.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of The City of Lake Forest, Lake County, State of Illinois, that the prevailing rate of wages being paid to all laborers, workmen and mechanics engaged in the construction of public works projects coming under the jurisdiction of this City Council, has been determined to be set forth in the attached schedule entitled "Lake County Prevailing Wage effective June 5, 2017".

In addition, any and all revisions of the prevailing rate of wages in Lake County by the Department of Labor of the State of Illinois shall supersede the Department's June determination and shall apply to any and all public works construction in Lake County undertaken by the City; and

**BE IT FURTHER RESOLVED** that nothing herein contained shall be construed to apply to the prevailing hourly rate of wages in the locality for employment other than public works construction as defined in the Act, and that action established by this Resolution be effective only during such period that the above statutory requirement may be in effect; and

**BE IT FURTHER RESOLVED THAT** the City Clerk be and is hereby authorized to file a certified copy of this Resolution with the Secretary of State.

Adopted by the City Council of The City of Lake Forest, Illinois, on the 5th day of June, 2017 on motion of Alderman \_\_\_\_\_, seconded by Alderman \_\_\_\_\_, and carried unanimously.

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

Lake County Prevailing Wage effective June 5, 2017

**This schedule contains the prevailing wage rates required to be paid for work performed on or after Monday, June 5, 2017 on public works projects in this County. Pursuant to 820 ILCS 130/4, public bodies in this County that have active public works projects are responsible for notifying all contractors and subcontractors working on those public works projects of the change (if any) to rates that were previously in effect. The failure of a public body to provide such notice does not relieve contractors or subcontractors of their obligations under the Prevailing Wage Act, including the duty to pay the relevant prevailing wage in effect at the time work subject to the Act is performed.**

LAKE COUNTY  
PREVAILING WAGE  
RATES EFFECTIVE JUNE  
5, 2017

TradeTitle	Region	Type	Class	Base Wage	Foreman Wage	M-F OT	OSA	OSH	H/W	Pension	Vacation	Training
ASBESTOS ABT-GEN	All	All		40.40	40.95	1.5	1.5	2.0	14.23	11.57	0.00	0.50
ASBESTOS ABT-MEC	All	BLD		37.46	39.96	1.5	1.5	2.0	11.62	11.06	0.00	0.72
BOILERMAKER	All	BLD		47.07	51.30	2.0	2.0	2.0	6.97	18.13	0.00	0.40
BRICK MASON	All	BLD		44.88	49.37	1.5	1.5	2.0	10.25	15.30	0.00	0.85
CARPENTER	All	All		45.35	47.35	1.5	1.5	2.0	11.79	17.60	0.00	0.63
CEMENT MASON	All	All		43.25	45.25	2.0	1.5	2.0	10.00	20.38	0.00	0.50
CERAMIC TILE FNSHER	All	BLD		37.81	37.81	1.5	1.5	2.0	10.55	10.12	0.00	0.65
COMMUNICATION TECH	All	BLD		35.85	37.95	1.5	1.5	2.0	11.43	12.38	2.13	0.54
ELECTRIC PWR EQMT OP	All	ALL		0.00	0.00	0.0	0.0	0.0	0.00	0.00	0.00	0.00
ELECTRIC PWR EQMT OP	All	HWY		40.59	55.15	1.5	1.5	2.0	5.25	12.59	0.00	0.71
ELECTRIC PWR GRNDMAN	All	All		30.33	53.29	1.5	1.5	2.0	5.00	9.40	0.00	0.30
ELECTRIC PWR GRNDMAN	All	HWY		32.50	55.15	1.5	1.5	2.0	5.25	10.09	0.00	0.58
ELECTRIC PWR LINEMAN	All	All		45.36	51.48	1.5	1.5	2.0	5.00	14.06	0.00	0.45
ELECTRIC PWR LINEMAN	All	HWY		48.59	55.15	1.5	1.5	2.0	5.25	15.07	0.00	0.85

ELECTRIC PWR TRK DRV	All	All		30.34	51.48	1.5	1.5	2.0	5.00	9.40	0.00	0.30
ELECTRIC PWR TRK DRV	All	HWY		31.40	53.29	1.5	1.5	2.0	5.00	9.73	0.00	0.31
ELECTRICIAN ELEVATOR CONSTRUCTOR	All	BLD		40.00	44.00	1.5	1.5	2.0	14.10	17.49	4.00	0.65
FENCE ERECTOR	All	BLD		51.94	58.43	2.0	2.0	2.0	14.43	14.96	4.16	0.90
GLAZIER	All	All		38.34	40.34	1.5	1.5	2.0	13.15	13.10	0.00	0.40
HT/FROST INSULATOR	All	BLD		41.70	43.20	1.5	2.0	2.0	13.94	18.99	0.00	0.94
IRON WORKER	All	BLD		49.95	52.45	1.5	1.5	2.0	11.62	12.26	0.00	0.72
LABORER	All	All		44.20	46.20	2.0	2.0	2.0	13.65	21.14	0.00	0.35
LATHER	All	All		40.20	40.95	1.5	1.5	2.0	14.23	11.57	0.00	0.50
MACHINIST	All	All		44.35	46.35	1.5	1.5	2.0	16.39	13.75	0.00	0.63
MARBLE FINISHERS	All	BLD		45.35	47.85	1.5	1.5	2.0	7.26	8.95	1.85	0.00
MARBLE MASON	All	All		33.45	33.45	1.5	1.5	2.0	10.25	14.44	0.00	0.46
MATERIAL TESTER I	All	BLD		44.13	48.54	1.5	1.5	2.0	10.25	14.97	0.00	0.59
MATERIALS TESTER II	All	All		30.20	30.20	1.5	1.5	2.0	14.23	11.57	0.00	0.50
MILLWRIGHT	All	All		35.20	35.20	1.5	1.5	2.0	14.23	11.57	0.00	0.50
OPERATING ENGINEER	All	All		45.35	47.35	1.5	1.5	2.0	11.79	17.60	0.00	0.63
OPERATING ENGINEER	All	BLD	1	49.10	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	2	47.80	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	3	45.25	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	4	43.50	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	5	52.85	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	6	50.10	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	BLD	7	52.10	53.10	2.0	2.0	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	FLT	1	54.75	51.30	1.5	1.5	2.0	17.65	12.65	1.90	1.35
OPERATING ENGINEER	All	FLT	2	53.25	54.75	1.5	1.5	2.0	17.65	12.65	1.90	1.35
OPERATING ENGINEER	All	FLT	3	47.40	51.30	1.5	1.5	2.0	17.65	12.65	1.90	1.35
OPERATING ENGINEER	All	FLT	4	39.40	54.75	1.5	1.5	2.0	17.65	12.65	1.90	1.35
OPERATING ENGINEER	All	FLT	5	56.25	54.75	1.5	1.5	2.0	17.65	12.65	1.90	1.35

OPERATING ENGINEER	All	FLT	6	37.00	54.75	1.5	1.5	2.0	17.65	12.65	1.90	1.35
OPERATING ENGINEER	All	HWY	1	47.30	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	2	46.75	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	3	44.70	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	4	43.30	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	5	42.10	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	6	50.30	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
OPERATING ENGINEER	All	HWY	7	48.30	51.30	1.5	1.5	2.0	18.05	13.60	1.90	1.30
ORNAMNTL IRON												
WORKER	All	All		45.75	48.25	2.0	2.0	2.0	13.65	18.99	0.00	0.75
PAINTER	All	All		44.55	49.30	1.5	1.5	1.5	11.50	11.10	0.00	1.27
PAINTER SIGNS	All	BLD		33.92	38.09	1.5	1.5	1.5	2.60	2.71	0.00	0.00
PILEDRIVER	All	All		45.35	47.35	1.5	1.5	2.0	11.79	17.60	0.00	0.63
PIPEFITTER	All	BLD		47.50	50.50	1.5	1.5	2.0	9.55	17.85	0.00	2.07
PLASTERER	All	BLD		43.12	45.71	1.5	1.5	2.0	10.00	20.68	0.00	0.50
PLUMBER	All	BLD		48.25	50.25	1.5	1.5	2.0	14.09	12.65	0.00	1.18
ROOFER	All	BLD		41.70	44.70	1.5	1.5	2.0	8.28	11.59	0.00	0.53
SHEETMETAL WORKER	All	BLD		43.03	46.47	1.5	1.5	2.0	10.73	21.87	0.00	0.75
SIGN HANGER	All	BLD		31.31	33.81	1.5	1.5	2.0	4.85	3.28	0.00	0.00
SPRINKLER FITTER	All	BLD		47.20	49.20	1.5	1.5	2.0	12.25	11.55	0.00	0.55
STEEL ERECTOR	All	All		42.07	44.07	2.0	2.0	2.0	13.45	19.59	0.00	0.35
STONE MASON	All	BLD		44.88	49.37	1.5	1.5	2.0	10.25	15.30	0.00	0.85
TERRAZZO FINISHER	All	BLD		39.54	39.54	1.5	1.5	2.0	10.55	11.79	0.00	0.67
TERRAZZO MASON	All	BLD		43.38	43.38	1.5	1.5	2.0	10.55	13.13	0.00	0.79
TILE MASON	All	BLD		43.84	47.84	1.5	1.5	2.0	10.55	11.40	0.00	0.99
TRAFFIC SAFETY WRKR	All	HWY		32.75	34.35	1.5	1.5	2.0	8.45	6.05	0.00	0.50
TRUCK DRIVER	All	All	1	37.05	37.60	1.5	1.5	2.0	9.50	7.50	0.00	0.15
TRUCK DRIVER	All	All	2	37.20	37.60	1.5	1.5	2.0	9.50	7.50	0.00	0.15
TRUCK DRIVER	All	All	3	37.40	37.60	1.5	1.5	2.0	9.50	7.50	0.00	0.15
TRUCK DRIVER	All	All	4	37.60	37.60	1.5	1.5	2.0	9.50	7.50	0.00	0.15
TUCKPOINTER	All	BLD		44.90	45.90	1.5	1.5	2.0	8.30	14.29	0.00	0.48

## Explanations

### LAKE COUNTY

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

### EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished



at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

#### CERAMIC TILE FINISHER

The grouting, cleaning, and polishing of all classes of tile, whether for interior or exterior purposes, all burned, glazed or unglazed products; all composition materials, granite tiles, warning detectable tiles, cement tiles, epoxy composite materials, pavers, glass, mosaics, fiberglass, and all substitute materials, for tile made in tile-like units; all mixtures in tile like form of cement, metals, and other materials that are for and intended for use as a finished floor surface, stair treads, promenade roofs, walks, walls, ceilings, swimming pools, and all other places where tile is to form a finished interior or exterior. The mixing of all setting mortars including but not limited to thin-set mortars, epoxies, wall mud, and any other sand and cement mixtures or adhesives when used in the preparation, installation, repair, or maintenance of tile and/or similar materials.

The handling and unloading of all sand, cement, lime, tile, fixtures, equipment, adhesives, or any other materials to be used in the preparation, installation, repair, or maintenance of tile and/or similar materials. Ceramic Tile Finishers shall fill all joints and voids regardless of method on all tile work, particularly and especially after installation of said tile work. Application of any and all protective coverings to all types of tile installations including, but not be limited to, all soap compounds, paper products, tapes, and all polyethylene coverings, plywood, masonite, cardboard, and any new type of products that may be used to protect tile installations, Blastrac equipment, and all floor scarifying equipment used in preparing floors to receive tile. The clean up and removal of all waste and materials. All demolition of existing tile floors and walls to be re-tiled.

#### COMMUNICATION TECHNICIAN

Low voltage construction, installation, maintenance and removal of telecommunication facilities (voice, sound, data and video) including outside plant, telephone, security systems and data inside wire, interconnect, terminal equipment, central offices, PABX, fiber optic

cable and equipment, micro waves, V-SAT, bypass, CATV, WAN (wide area network), LAN (local area networks), and ISDN (integrated system digital network), pulling of wire in raceways, but not the installation of raceways.

#### MARBLE FINISHER

Loading and unloading trucks, distribution of all materials (all stone, sand, etc.), stocking of floors with material, performing all rigging for heavy work, the handling of all material that may be needed for the installation of such materials, building of scaffolding, polishing if needed, patching, waxing of material if damaged, pointing up, caulking, grouting and cleaning of marble, holding water on diamond or Carborundum blade or saw for setters cutting, use of tub saw or any other saw needed for preparation of material, drilling of holes for wires that anchor material set by setters, mixing up of molding plaster for installation of material, mixing up thin set for the installation of material, mixing up of sand to cement for the installation of material and such other work as may be required in helping a Marble Setter in the handling of all material in the erection or installation of interior marble, slate,

travertine, art marble, serpentine, alberene stone, blue stone, granite and other stones (meaning as to stone any foreign or domestic materials as are specified and used in building interiors and exteriors and customarily known as stone in the trade), carrara, sanionyx, vitrolite and similar opaque glass and the laying of all marble tile, terrazzo tile, slate tile and precast tile, steps, risers treads, base, or any other materials that may be used as substitutes for any of the aforementioned materials and which are used on interior and exterior which are installed in a similar manner.

MATERIAL TESTER I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

MATERIAL TESTER II: Field inspection of welds, structural steel, fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.

OPERATING ENGINEER - BUILDING

Class 1. Asphalt Plant; Asphalt Spreader; Autograde; Backhoes with Caisson Attachment; Batch Plant; Benoto (requires Two Engineers); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Throttle Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Conveyor (Truck Mounted); Concrete Paver Over 27E cu. ft; Concrete Paver 27E cu. ft. and Under; Concrete Placer; Concrete Placing Boom; Concrete Pump (Truck Mounted); Concrete Tower; Cranes, All; Cranes, Hammerhead; Cranes, (GCI and similar Type); Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Heavy Duty Self-Propelled Transporter or Prime Mover; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, One, Two and Three Drum; Hoists, Two Tugger One Floor; Hydraulic Backhoes; Hydraulic Boom Trucks; Hydro Vac (and similar equipment); Locomotives, All; Motor Patrol; Lubrication Technician; Manipulators; Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump Cretes Dual Ram; Pump Cretes: Squeeze Cretes-Screw Type Pumps; Gypsum Bulker and Pump; Raised and Blind Hole Drill; Roto Mill Grinder; Scoops - Tractor Drawn; Slip-Form Paver; Straddle Buggies; Operation

of Tie Back Machine; Tournapull; Tractor with Boom and Side Boom;  
Trenching Machines.

Class 2. Boilers; Broom, All Power Propelled; Bulldozers; Concrete  
Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks;  
Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists,  
Automatic; Hoists, Inside Elevators; Hoists, Sewer Dragging Machine;  
Hoists, Tugger Single Drum; Laser Screed; Rock Drill (Self-Propelled);  
Rock Drill (Truck Mounted); Rollers, All; Steam Generators; Tractors,  
All; Tractor Drawn Vibratory Roller; Winch Trucks with "A" Frame.

Class 3. Air Compressor; Combination Small Equipment Operator;  
Generators; Heaters, Mechanical; Hoists, Inside Elevators (remodeling  
or renovation work); Hydraulic Power Units (Pile Driving, Extracting,  
and Drilling); Pumps, over 3" (1 to 3 not to exceed a total of 300  
ft.); Low Boys; Pumps, Well Points; Welding Machines (2 through 5);  
Winches, 4 Small Electric Drill Winches.

Class 4. Bobcats and/or other Skid Steer Loaders; Oilers; and Brick  
Forklift.

Class 5. Assistant Craft Foreman.

Class 6. Gradall.

Class 7. Mechanics; Welders.

#### OPERATING ENGINEERS - HIGHWAY CONSTRUCTION

Class 1. Asphalt Plant; Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Spreader; Autograder/GOMACO or other similar type machines: ABG Paver; Backhoes with Caisson Attachment; Ballast Regulator; Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Tower Cranes of all types: Creter Crane: Spider Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Dredges; Elevators, Outside type Rack & Pinion and Similar Machines; Formless Curb and Gutter Machine; Grader, Elevating; Grader, Motor Grader,

Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Truck Mounted; Hoists, One, Two and Three Drum; Heavy Duty Self-Propelled Transporter or Prime Mover; Hydraulic Backhoes; Backhoes with shear attachments up to 40' of boom reach; Lubrication Technician; Manipulators; Mucking Machine; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Ram; Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Snow Melters; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; Hydraulic Telescoping Form (Tunnel); Operation of Tieback Machine; Tractor Drawn Belt Loader; Tractor Drawn Belt Loader (with attached pusher - two engineers); Tractor with Boom; Tractaire with Attachments; Traffic Barrier Transfer Machine; Trenching; Truck Mounted Concrete Pump with Boom; Raised or Blind Hole Drills (Tunnel Shaft); Underground Boring and/or Mining Machines 5 ft. in diameter and over tunnel, etc; Underground Boring and/or Mining Machines under 5 ft. in diameter; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve; Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front Endloader Machine (Less than 1 cu. yd. Backhoe Bucket or over or with attachments); Compressor and Throttle Valve; Compressor, Common



Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 7S Series to and including 27 cu. ft.; Concrete Spreader; Concrete Curing Machine, Burlap Machine, Belting Machine and Sealing Machine; Concrete Wheel Saw; Conveyor Muck Cars (Haglund or Similar Type); Drills, All; Finishing Machine - Concrete; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro-Blaster; Hydro Excavating (excluding hose work); Laser Screed; All Locomotives, Dinky; Off-Road Hauling Units (including articulating) Non Self-Loading Ejection Dump; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Self-Propelled Compactor; Spreader - Chip - Stone, etc.; Scraper - Single/Twin Engine/Push and Pull; Scraper - Prime Mover in Tandem (Regardless of Size); Tractors pulling attachments, Sheeps Foot, Disc, Compactor, etc.; Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender; Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over); Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.; Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All Elevators; Hoists, Tugger Single Drum; Jeep Diggers; Low Boys; Pipe

Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven; Pug Mills; Rollers, other than Asphalt; Seed and Straw Blower; Steam Generators; Stump Machine; Winch Trucks with "A" Frame; Work Boats; Tamper-Form-Motor Driven.

Class 4. Air Compressor; Combination - Small Equipment Operator; Directional Boring Machine; Generators; Heaters, Mechanical; Hydraulic Power Unit (Pile Driving, Extracting, or Drilling); Light Plants, All (1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Vacuum Trucks (excluding hose work); Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. SkidSteer Loader (all); Brick Forklifts; Oilers.

Class 6. Field Mechanics and Field Welders

Class 7. Dowell Machine with Air Compressor; Gradall and machines of like nature.

OPERATING ENGINEER - FLOATING

Class 1. Craft Foreman; Master Mechanic; Diver/Wet Tender; Engineer; Engineer (Hydraulic Dredge).

Class 2. Crane/Backhoe Operator; Boat Operator with towing endorsement; Mechanic/Welder; Assistant Engineer (Hydraulic Dredge); Leverman (Hydraulic Dredge); Diver Tender.

Class 3. Deck Equipment Operator, Machineryman, Maintenance of Crane (over 50 ton capacity) or Backhoe (115,000 lbs. or more); Tug/Launch Operator; Loader/Dozer and like equipment on Barge, Breakwater Wall, Slip/Dock, or Scow, Deck Machinery, etc.

Class 4. Deck Equipment Operator, Machineryman/Fireman (4 Equipment Units or More); Off Road Trucks; Deck Hand, Tug Engineer, Crane Maintenance (50 Ton Capacity and Under) or Backhoe Weighing (115,000 pounds or less); Assistant Tug Operator.

Class 5. Friction or Lattice Boom Cranes.

Class 6. ROV Pilot, ROV Tender

SURVEY WORKER - Operated survey equipment including data collectors, G.P.S. and robotic instruments, as well as conventional levels and transits.

TRAFFIC SAFETY - work associated with barricades, hoses and drums used to reduce lane usage on highway work, the installation and removal of temporary lane markings, and the installation and removal of temporary road signs.

#### TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION

Class 1. Two or three Axle Trucks. A-frame Truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors; Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry-alls; Fork Lifts and Hoisters; Helpers; Mechanics Helpers and Greasers; Oil Distributors 2-man operation; Pavement Breakers; Pole Trailer, up to 40 feet; Power Mower Tractors; Self-propelled Chip Spreader; Skipman; Slurry Trucks, 2-man operation; Slurry Truck Conveyor Operation, 2 or 3 man; Teamsters; Unskilled Dumpman; and Truck Drivers hauling warning lights,

barricades, and portable toilets on the job site.

Class 2. Four axle trucks; Dump Crets and Adgetors under 7 yards; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or Turnatrailers when pulling other than self-loading equipment or similar equipment under 16 cubic yards; Mixer Trucks under 7 yards; Ready-mix Plant Hopper Operator, and Winch Trucks, 2 Axles.

Class 3. Five axle trucks; Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnatrailers or turnapulls when pulling other than self-loading equipment or similar equipment over 16 cubic yards; Explosives and/or Fission Material Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; Slurry trucks, 1-man operation; Winch trucks, 3 axles or more; Mechanic--Truck Welder and Truck Painter.

Class 4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

## TERRAZZO FINISHER

The handling of sand, cement, marble chips, and all other materials that may be used by the Mosaic Terrazzo Mechanic, and the mixing, grinding, grouting, cleaning and sealing of all Marble, Mosaic, and Terrazzo work, floors, base, stairs, and wainscoting by hand or machine, and in addition, assisting and aiding Marble, Masonic, and Terrazzo Mechanics.

### Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special

determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

#### LANDSCAPING

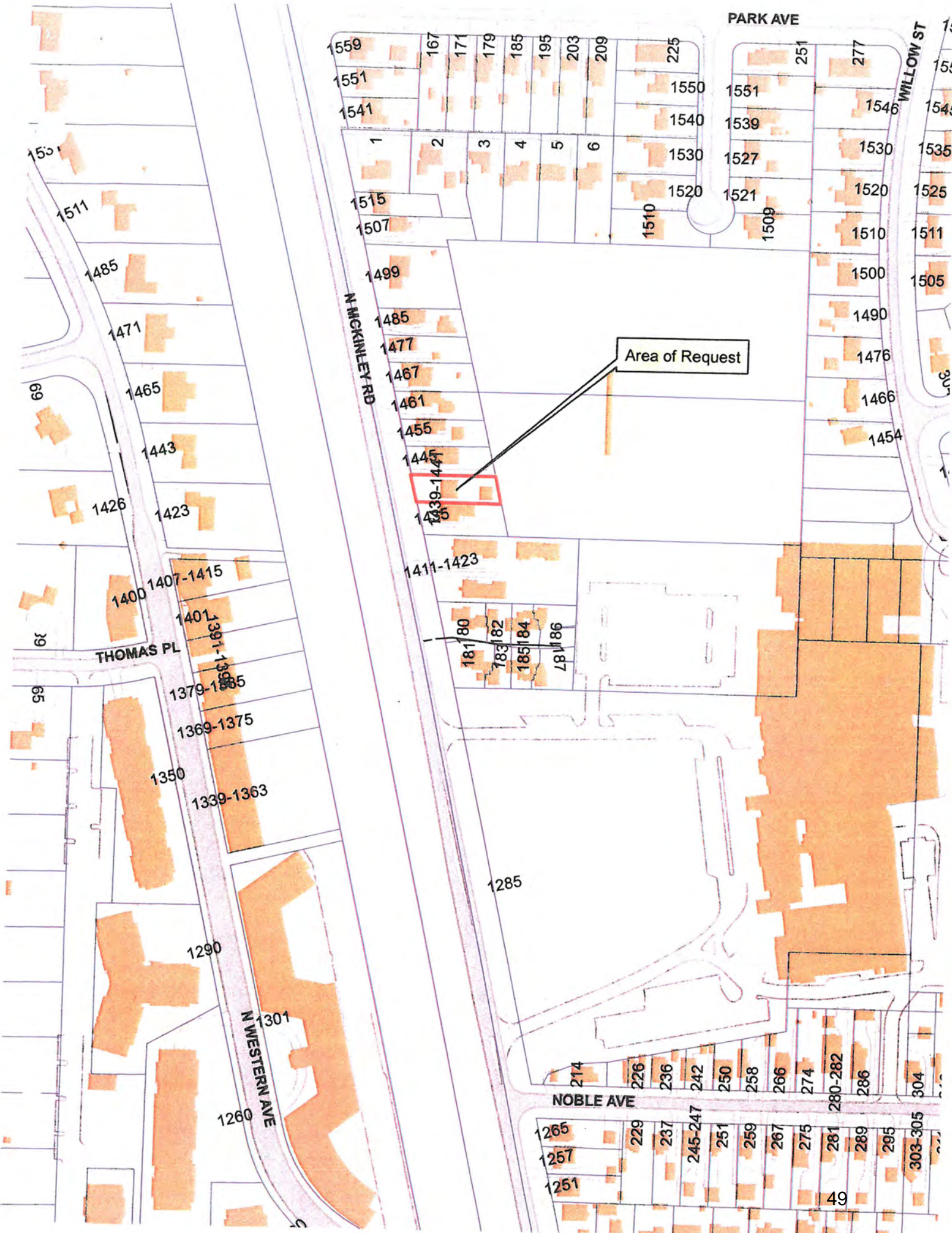
Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

#### MATERIAL TESTER & MATERIAL TESTER/INSPECTOR I AND II

Notwithstanding the difference in the classification title, the classification entitled "Material Tester I" involves the same job duties as the classification entitled "Material Tester/Inspector I".

Likewise, the classification entitled "Material Tester II" involves the same job duties as the classification entitled "Material Tester/Inspector II".





Area of Request

N MCKINLEY RD

THOMAS PL

N WESTERN AVE

PARK AVE

WILLOW ST

NOBLE AVE

1559  
1551  
1541  
1  
1515  
1507  
1499  
1485  
1477  
1467  
1461  
1455  
1445  
1439-1445  
1435

225  
1550  
1551  
1539  
1530  
1527  
1520  
1521  
1509  
251  
277  
1546  
1530  
1520  
1510  
1500  
1490  
1476  
1466  
1454

1511  
1485  
1471  
1465  
1443  
1426  
1423

1400 1407-1415

1401  
1391-1395

1379-1385

1369-1375

1350

1339-1363

1290

1301

1260

1411-1423

181 80  
183 82  
185 84  
187 86

1285

214  
226  
236  
242  
250  
258  
266  
274  
280-282  
286  
304  
265  
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245-247  
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259  
267  
275  
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289  
295  
303-305  
49





**PLAN COMMISSION REPORT AND RECOMMENDATION**  
**1439/1441 McKinley Road – Plat of Condominium**

TO:	Honorable Mayor Lansing and members of the Council
DATE:	May 11, 2017
FROM:	Chairman Ley and Members of the Plan Commission
SUBJECT:	<b>Request for Approval of a Plat of Condominium</b>

**OWNER**

1439/1441 McKinley Road,  
LLC  
711 McKinley Road  
Lake Forest, IL 60045

**PROPERTY LOCATION**

1439/1441 McKinley Road  
East side of McKinley Road, North  
of Lake Forest High School

**ZONING**

GR-3 General Residence  
District

**REPRESENTATIVE**

Peter Childs, owner

**Summary of the Request**

This is a request for tentative and final approval of a Plat of Condominium to allow each unit in an existing duplex building to be held in separate ownership. No improvements or alterations to the property are proposed as part of this request.

**Background**

In May, 2015, based on a recommendation from the Building Review Board, the City Council approved development of the vacant lot at 1439/1441 McKinley Road with a duplex and detached garage. Construction on the site is nearing completion. Duplexes are permitted in the GR-3 zoning district.

**Description of the Property and Surrounding Area**

The property is located on the east side of McKinley Road, across the street from the railroad tracks and adjacent to Lake Forest High School to the east. McKinley Road extends north/south through the Central Business District and north to Lake Bluff. The east side of McKinley Road is developed with a variety of housing types including single family homes, duplexes, town homes and more recently, condominiums. McKinley Road is experiencing a fair amount of redevelopment as older homes in this corridor are replaced with updated housing products. McKinley Road is located close to the Central Business District, parks, schools and the train station and offers housing within an easy walk to these areas.

**Staff Analysis**

The City Code requires that any development that creates separate and distinct parcels or units must be approved through a public process which provides for review of a plat. The plat of condominium, as recommended by the Plan Commission, establishes each of the residential duplex

units in the existing structure as separate units. Although currently, both units are held in a single ownership by the LLC named above, the owner desires to obtain a separate mortgage for each individual unit and to do so; a Plat of Condominium must be recorded to establish the units as separate and distinct. The Plat of Condominium will allow each unit to be held in a separate ownership in the future.

The plat identifies the yard area, front and rear, and the garage, as common areas that will be available to both units. A Declaration of Covenants and Bylaws for the condominium units will be recorded, as required by State Statute, and will be subject to review and final approval by the City Attorney as noted in the conditions which are included in the Commission's recommendation.

No improvements or alterations to the property are proposed or authorized in conjunction with the approval of the plat. As noted above, the overall site plan, landscaping and the architectural design and materials were all previously approved by the City Council based on a recommendation from the Building Review Board.

#### **Public Notice**

Public notice of this hearing was published in a newspaper of local circulation and was mailed by the City to residents and property owners in the surrounding area. The agenda for this meeting was posted at five public locations and on the City's website.

#### **Plan Commission Recommendation**

Approve the Plat of Condominium for property located at 1439/1441 McKinley Road subject to the following conditions of approval.

*Prior to recording the Plat of Condominium with Lake County, the following conditions shall be satisfied:*

1. The plat shall be subject to final review and approval by the Director of Community Development, City Engineer and City Attorney.
2. All applicable fees must be paid in full.

# 1439-41 McKinley Road Condominium

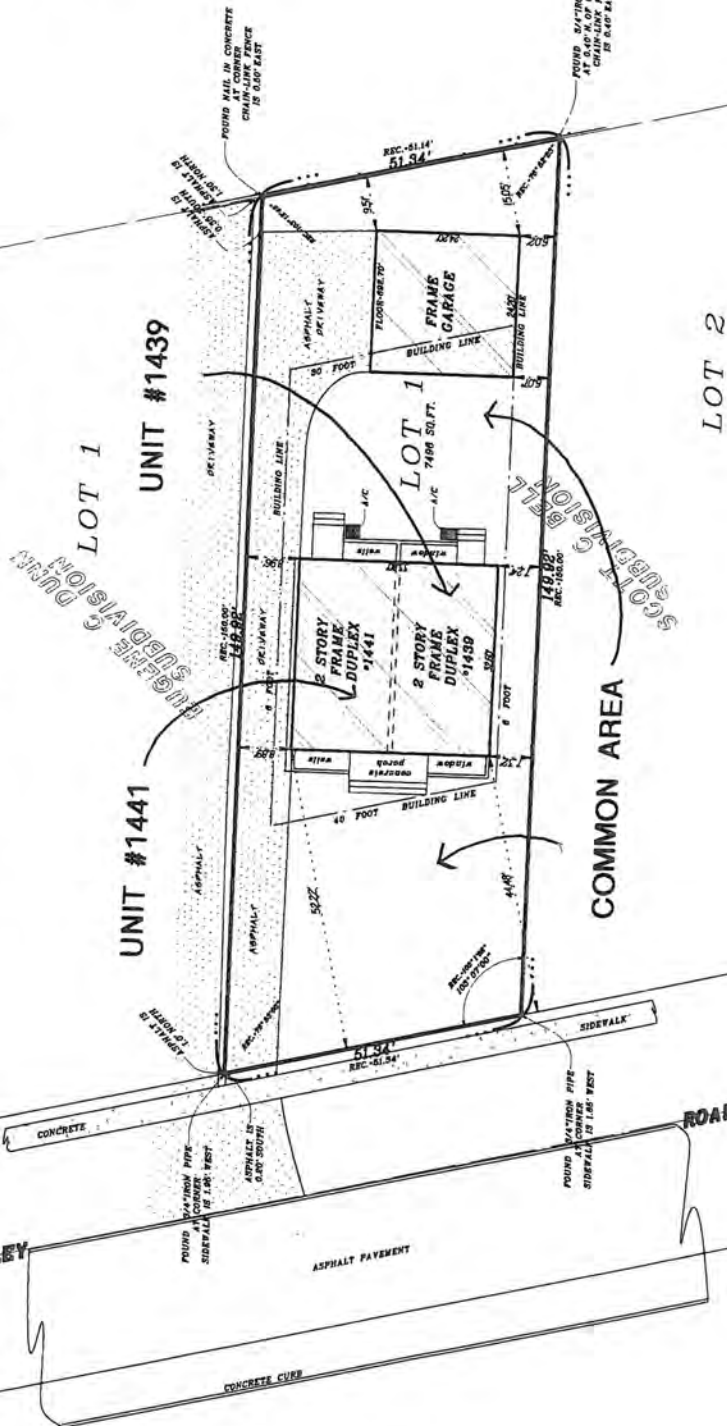
Lot 1 in Scott C. Bell Subdivision, being a Resubdivision of Lot 2 in Rogers C. Dugg Subdivision, being a Subdivision of part of Lot 14 in County Cook, Illinois, recorded as Document 3863903, in Lake County, Illinois, according to the Plat of said Scott C. Bell Subdivision, recorded April 6, 1997 as Document 3863903, in Lake County, Illinois.

Commonly known as: 1439 - 1441 MCKINLEY ROAD, LAKE FOREST, ILLINOIS.

The Meridian is assumed but not shown in record Subdivision or Deed, except when noted.

0 15 30  
Scale: 1" = 15 ft.

LAKE FOREST HIGH SCHOOL



**Legend of Abbreviations**

N. - North  
S. - South  
E. - East  
W. - West  
N.E. - Northeast  
S.E. - Southeast  
N.W. - Northwest  
S.W. - Southwest  
R.C. - record  
M.S. - measured

Doc. - Document  
30 FT. - square feet  
R.O.E. - Right of Way  
S.S. - sanitary  
Stn. - storm  
Int. - intersect  
P.C. - point of intersection  
C.M.P. - center of mass point  
T/F - top of foundation



STATE OF ILLINOIS } ss  
COUNTY OF LAKE }  
This professional service conforms to the current  
minimum standards for a "Boundary Survey."  
This minimum standards for terms to the current  
Illinois minimum standards for public surveys.

R. E. DECKER, P.C.  
Professional Land Surveyor

Prepared for:  
LAW OFFICE OF AARON SPIVACK  
606 W. LAKE ST., LL-101  
CHICAGO, IL 60606

Order Number: 17-128  
Field Work Completed on: 3-10-17  
Date: 3-13-17

Prepared by:

**R. E. DECKER**  
PROFESSIONAL LAND SURVEYOR  
114 E. COOK AVENUE  
LIBERTYVILLE, IL 60048  
TEL. 847-352-0091  
DECKERSURVEY@GMAIL.COM



Order Number: 17-128

Field Work Completed on: 3-10-17

Date: 3-13-17

Prepared by:

**R. E. DECKER**  
PROFESSIONAL LAND SURVEYOR  
114 E. COOK AVENUE  
LIBERTYVILLE, IL 60048  
TEL. 847-352-0091  
DECKERSURVEY@GMAIL.COM



Order Number: 17-128

Field Work Completed on: 3-10-17

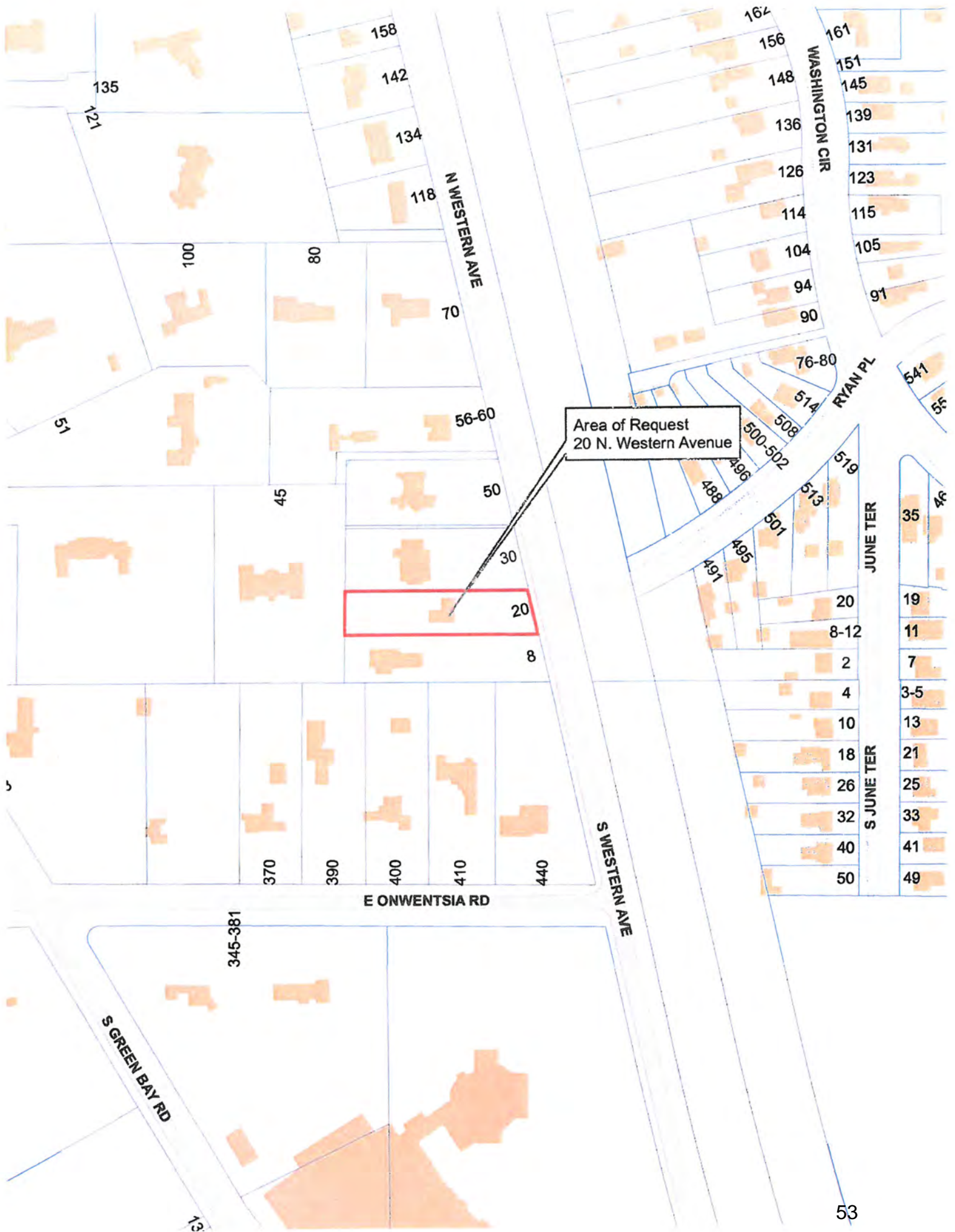
Date: 3-13-17

Prepared by:

**R. E. DECKER**  
PROFESSIONAL LAND SURVEYOR  
114 E. COOK AVENUE  
LIBERTYVILLE, IL 60048  
TEL. 847-352-0091  
DECKERSURVEY@GMAIL.COM







Area of Request  
20 N. Western Avenue

THE CITY OF LAKE FOREST

ORDINANCE NO. 2017- \_\_\_\_

**AN ORDINANCE APPROVING ARCHITECTURAL AND SITE DESIGN FOR THE  
PROPERTY LOCATED AT 20 N. WESTERN AVENUE**

**WHEREAS**, Frederic and Megan Zarling ("**Owners**") are the owners of that certain real property commonly known as 20 N. Western Avenue, 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 Owners desire to demolish a structurally unsound portion of the house, replace portions of the west elevation and make other repairs and alterations to the residence ("**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**, on March 7, 2016, the City Council approved Ordinance #2016-18 which authorized improvements at this site however, due to conditions found at the site, the Owners submitted a revised plan for BRB evaluation and recommendation; and

**WHEREAS**, pursuant to notice duly published, the BRB reviewed and evaluated the revised Plans at a public hearing held on April 5, 2017 and May 3, 2017; 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 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.

- 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 Owners have not (i) executed and (ii) thereafter filed with the City Clerk, within 60 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 \_\_\_\_\_, 2017.

AYES: ( )

NAYS: ( )

ABSENT: ( )

ABSTAIN: ( )

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2017.

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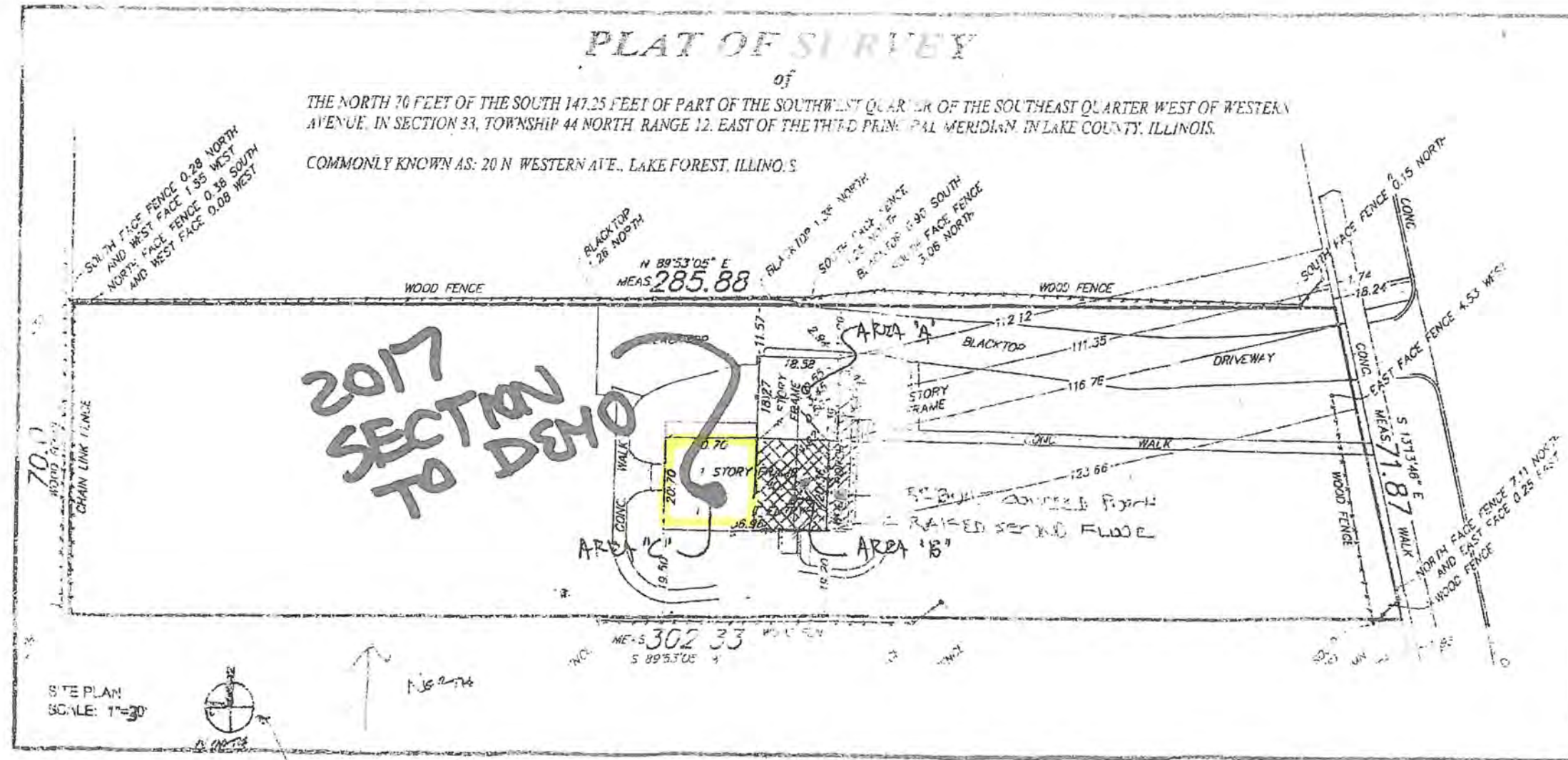
Mayor

ATTEST:

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City Clerk

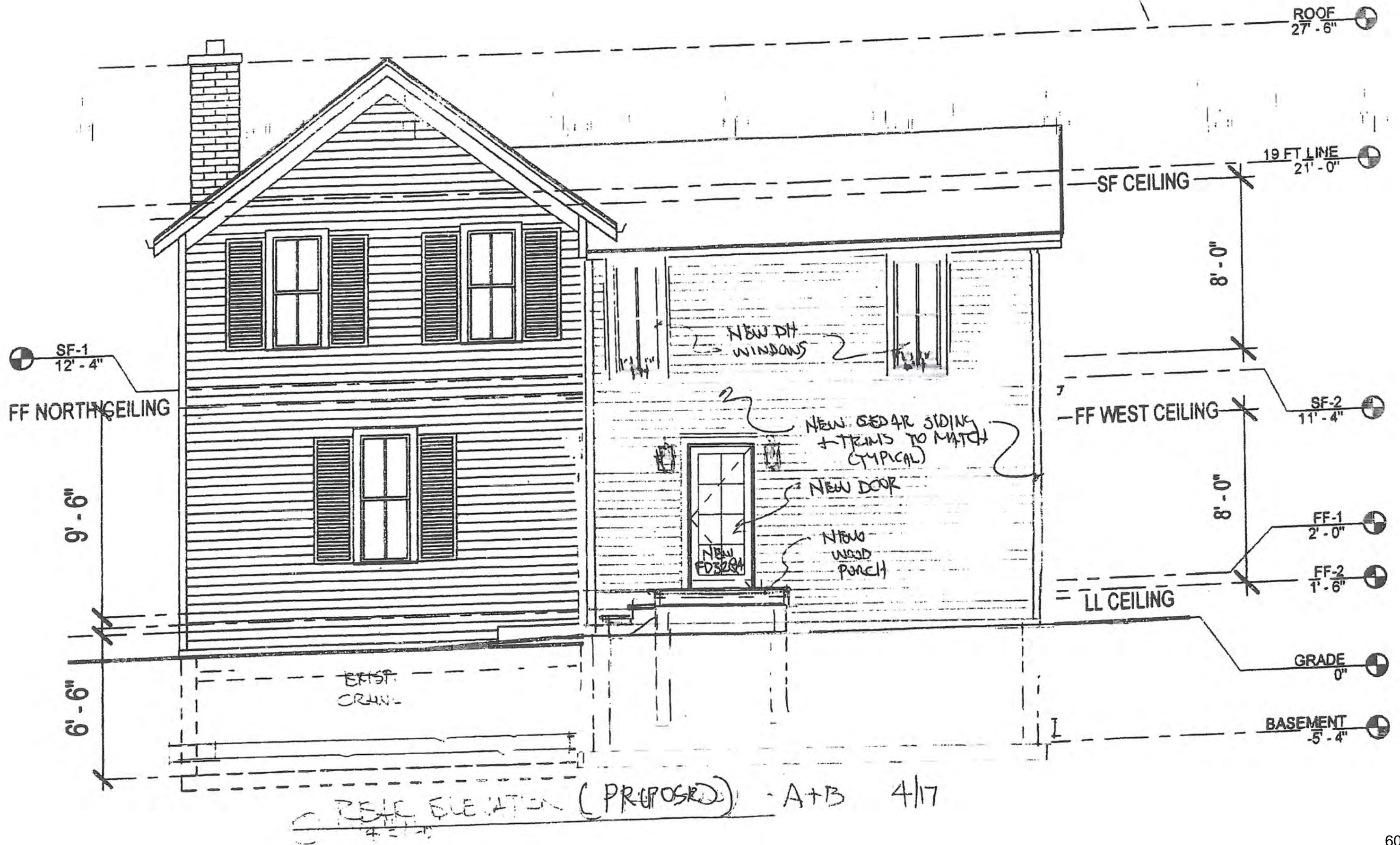
## The Plans



PROJECT

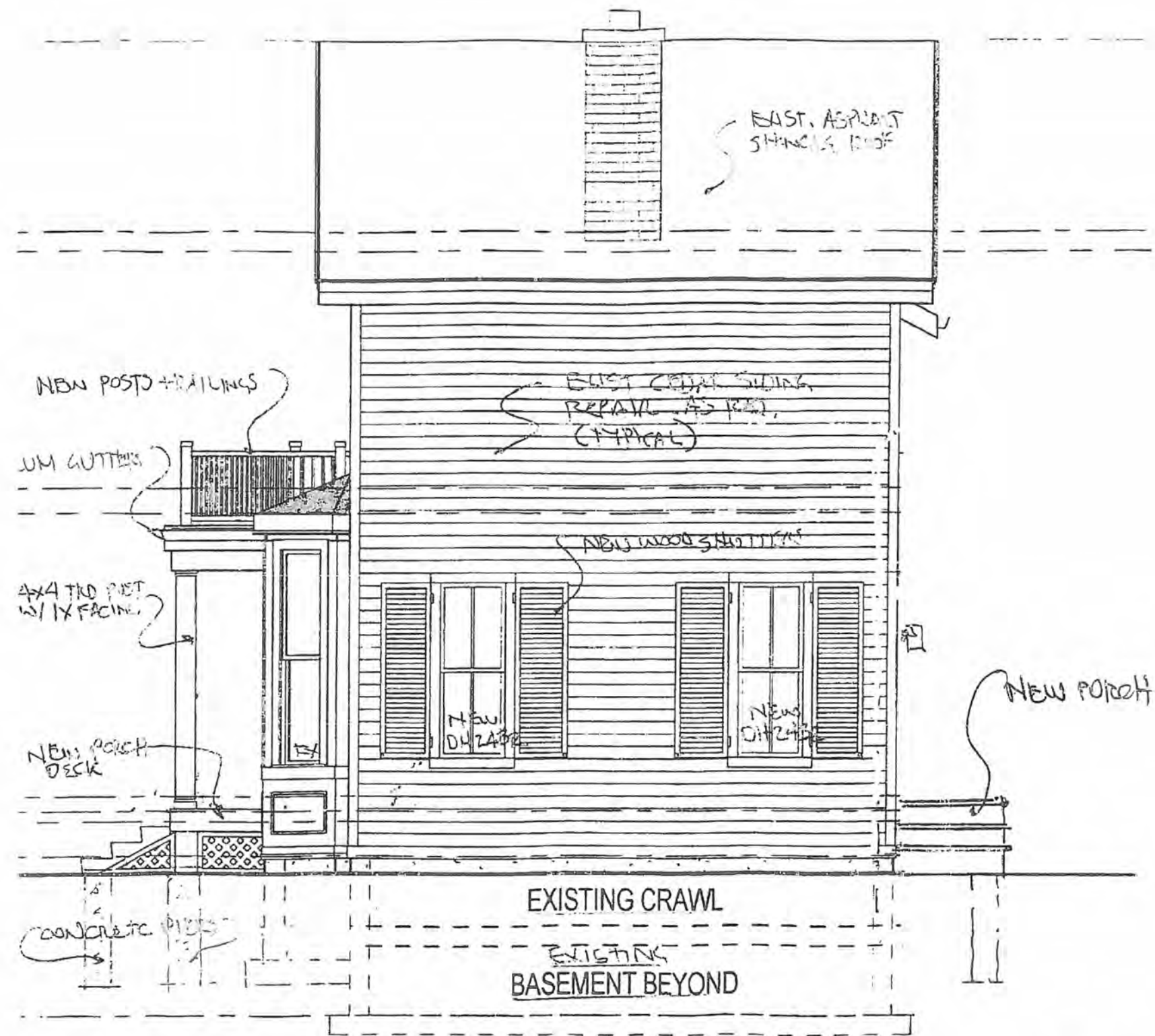


The Plans



GROUP EXHIBIT B

The Plans

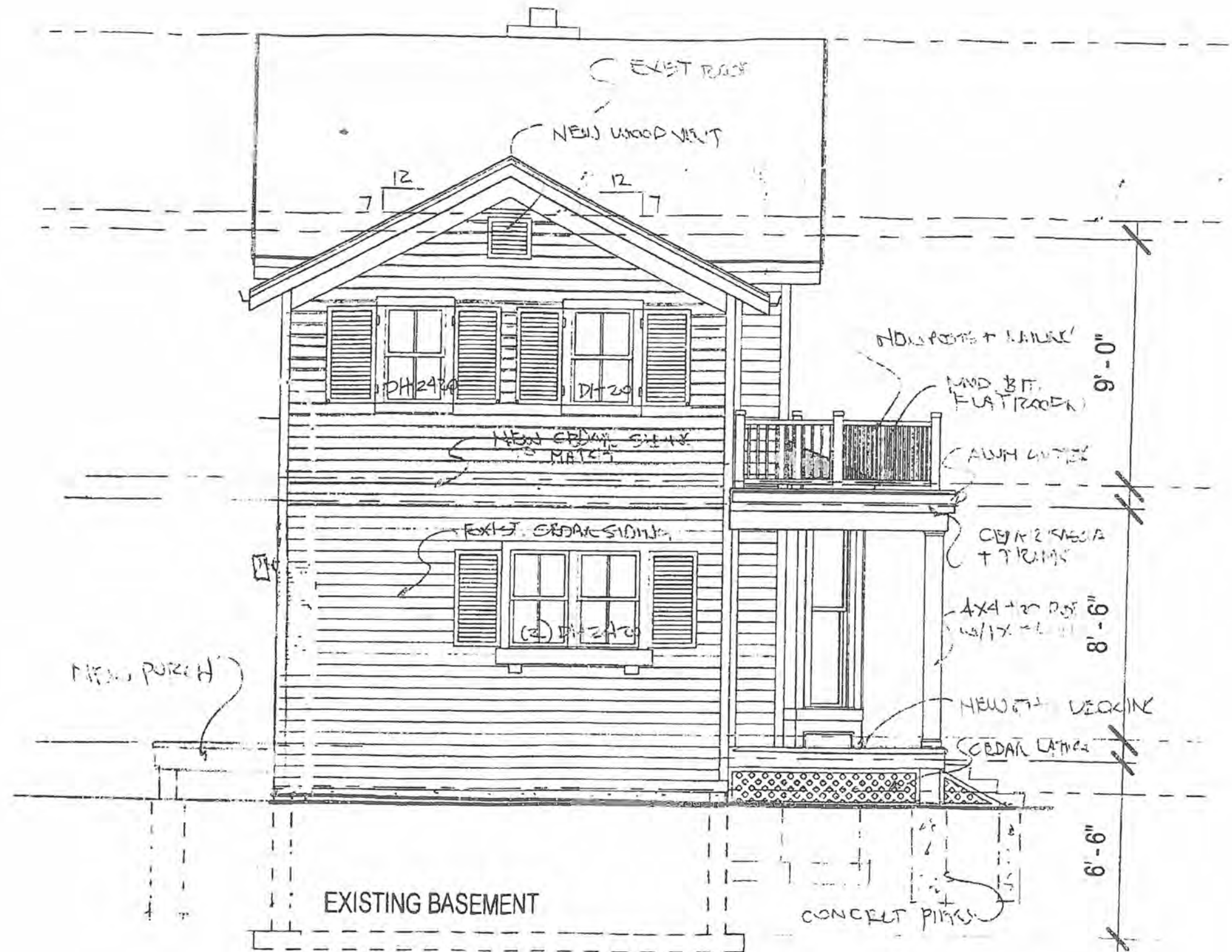


NORTH SIDE ELEVATION (PROPOSED) 4/17  
1/4"=1'-0" A+B



GROUP EXHIBIT B

The Plans



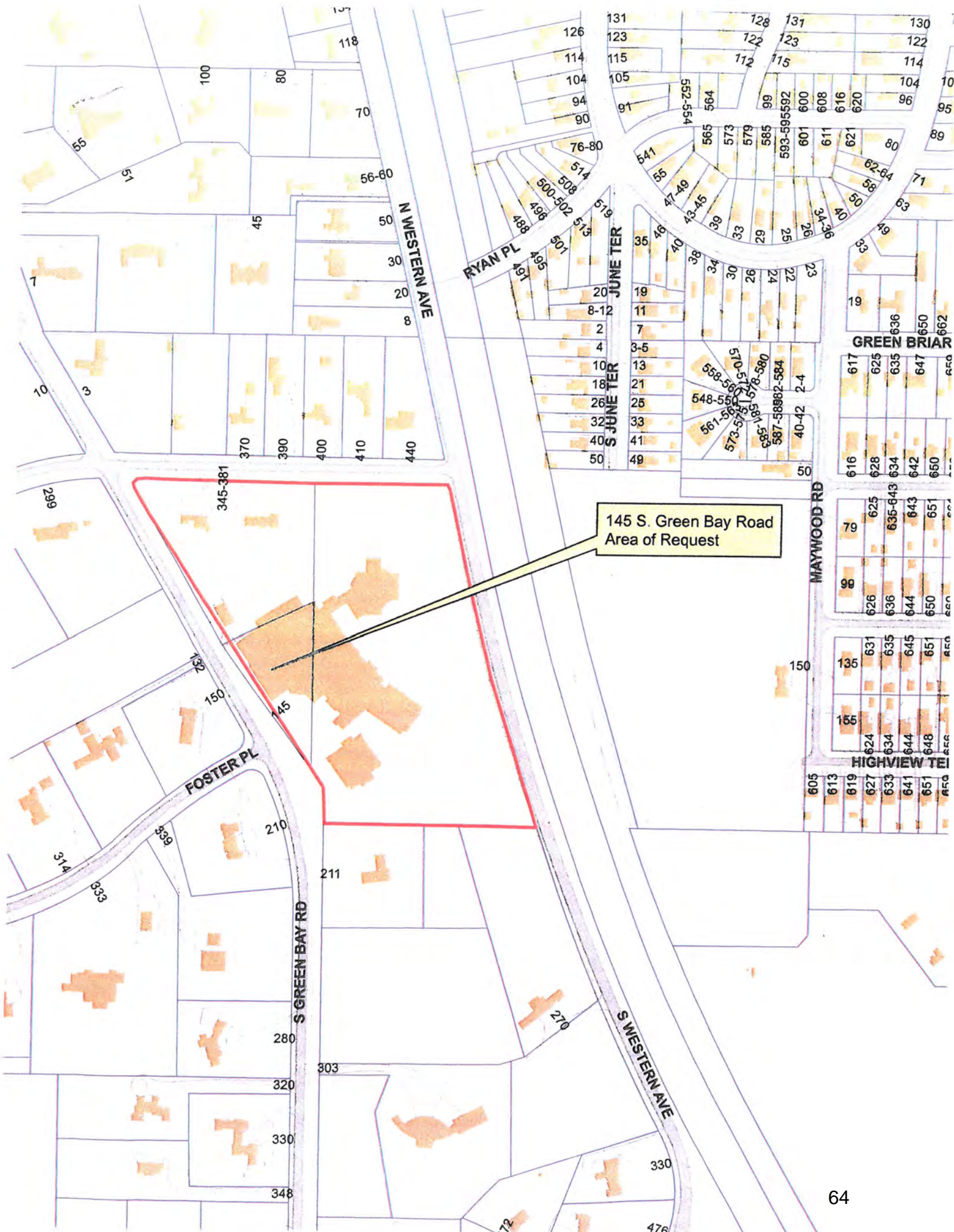
○ SOUTH SIDE ELEVATION (PROPOSED - 4/17)  
1/4"=1'-0" A+B

GROUP EXHIBIT B

The Plans









THE CITY OF LAKE FOREST  
ORDINANCE NO. 2017- \_\_\_\_

**AN ORDINANCE APPROVING ARCHITECTURAL DESIGN FOR AN ADDITION AND ALTERATIONS TO THE NORTH WING OF THE LAKE FOREST COUNTRY DAY SCHOOL, THE PERFORMING ARTS CENTER, 145 S. GREEN BAY ROAD**

**WHEREAS**, Lake Forest Country Day School ("**Owner**") is the owner of that certain real property commonly known as 145 S. Green Bay Road, Lake Forest, Illinois and legally described in Exhibit A, attached hereto ("**Property**"); and

**WHEREAS**, the Property is located in the R-4, Single Family Residence District; and

**WHEREAS**, the Owner desires to construct an addition and undertake alterations to the north wing of the school, the Performing Arts Center, and related areas ("**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 December 7, 2016 and May 3, 2017; 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-4 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. Compliance with the Plans. The Improvements must be developed on the Property in substantial compliance with the Plans.
- D. 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 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.

- E. Other conditions. The improvements shall be substantially in conformance with the Board's deliberations as reflected on Exhibit C, Notice of Action, 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 Owner has not (i) executed and (ii) thereafter filed with the City Clerk, within 60 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 \_\_\_\_\_, 2017.

AYES: (    )

NAYS: (    )

ABSENT: (    )

ABSTAIN: (    )

PASSED THIS \_\_ DAY OF \_\_\_\_\_, 2017.

\_\_\_\_\_  
Mayor

ATTEST:

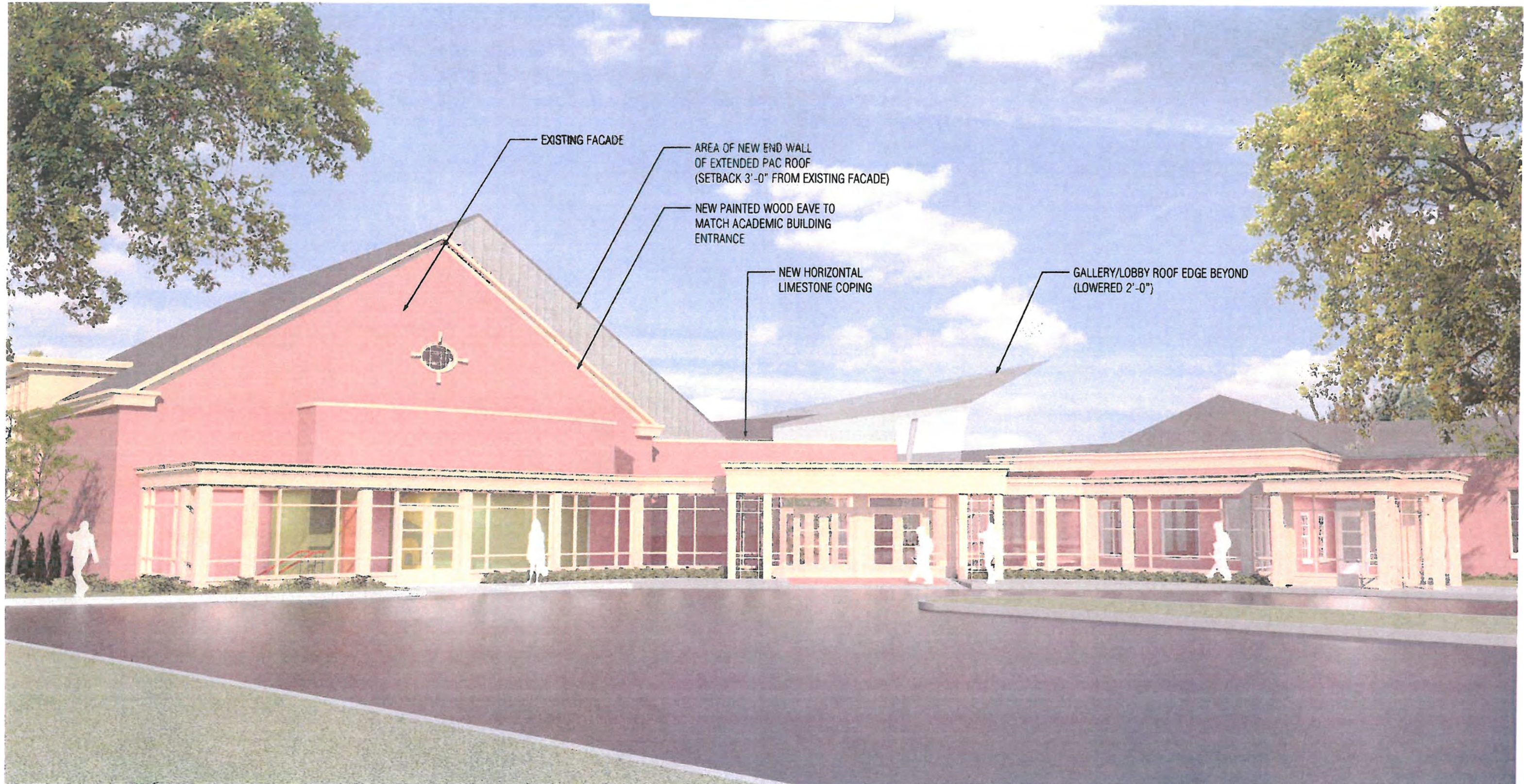
\_\_\_\_\_  
City Clerk





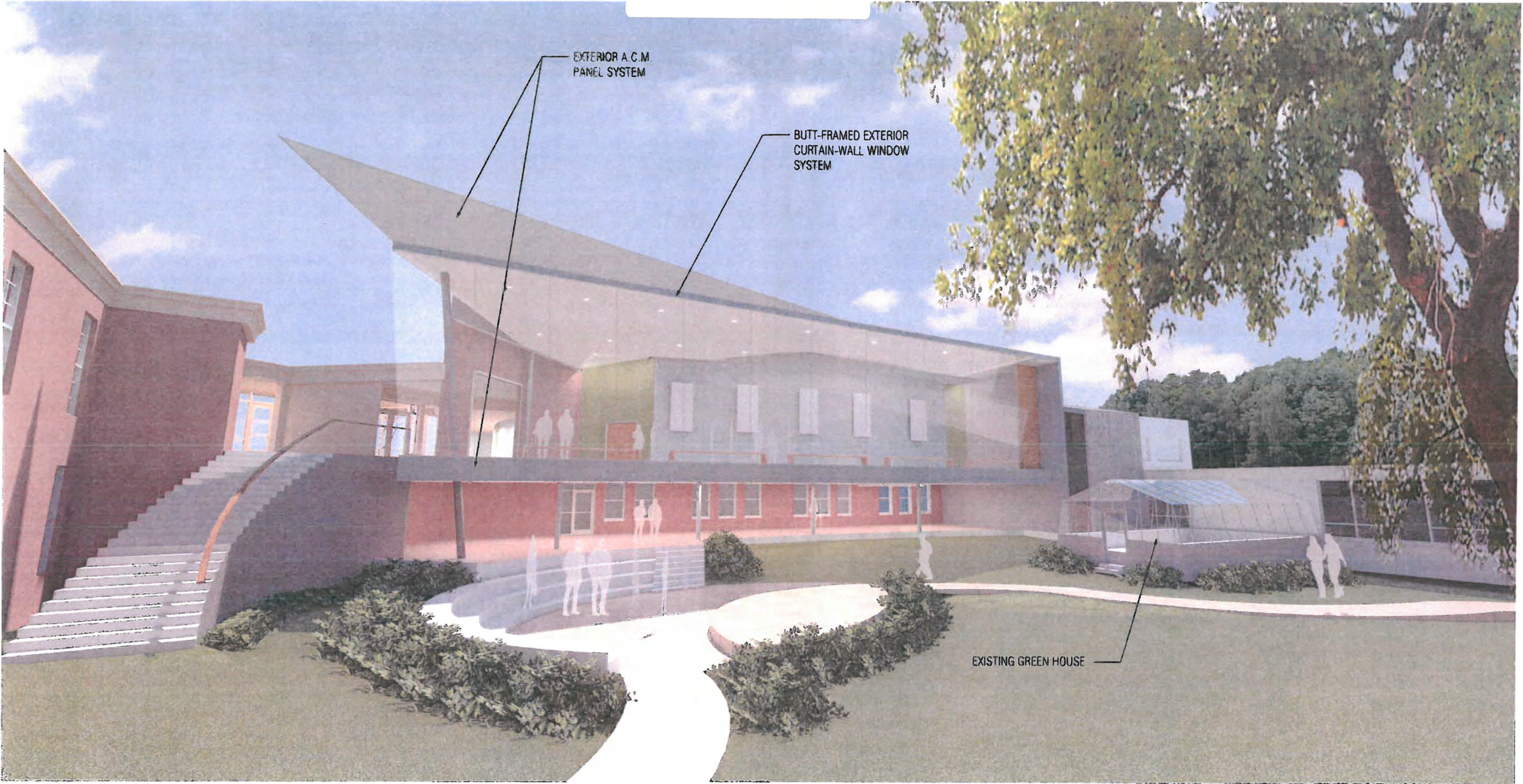
Proposed Campus Entrance View  
May 2017







The Plans

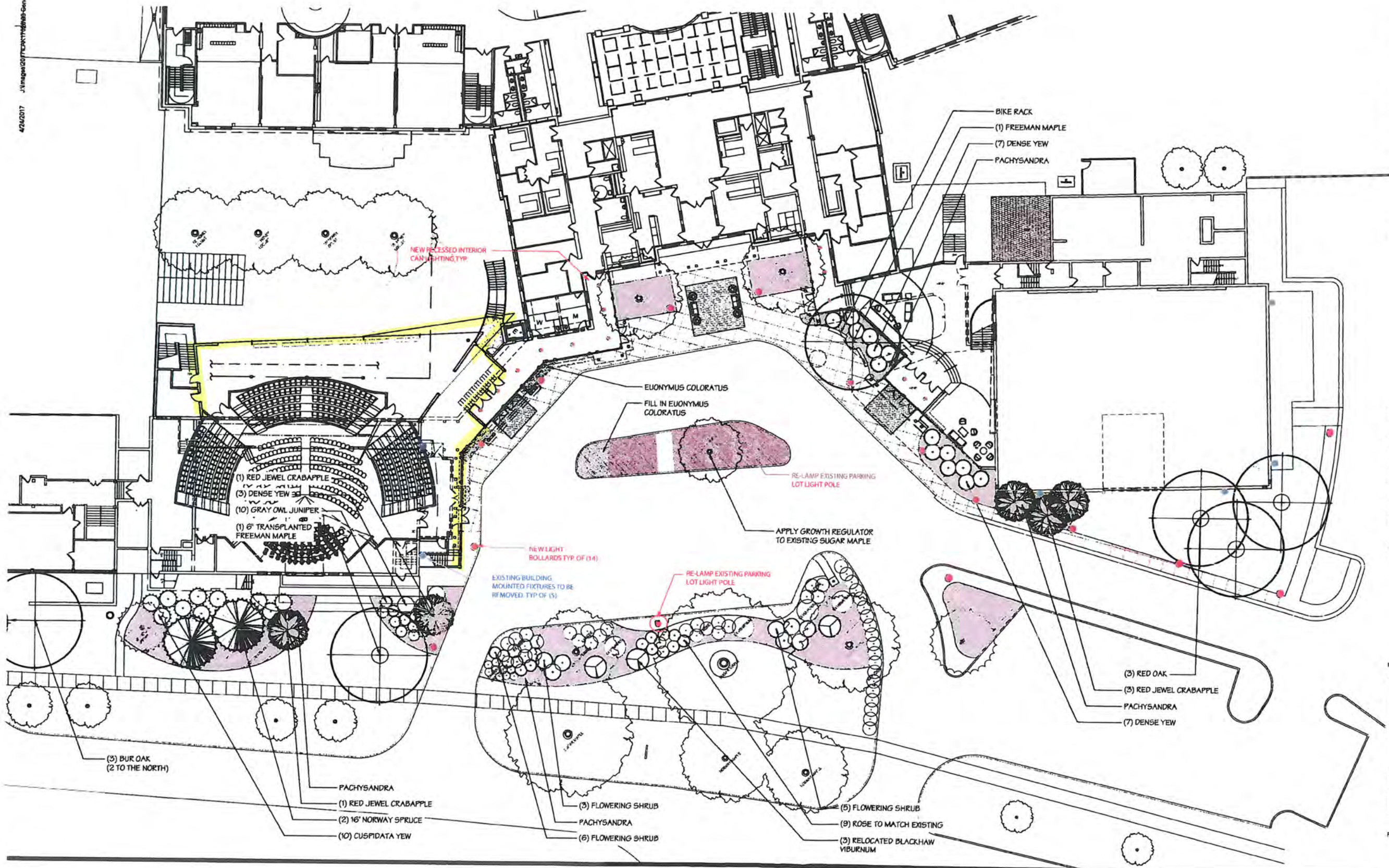


Proposed Courtyard View  
May 2017



GROUP EXHIBIT B

The Plans



300 Rockland Road Lake Bluff, Illinois 60044  
Phone: 847.234.2172 Fax: 847.234.2754



Project:  
**Lake Forest  
Country Day School**

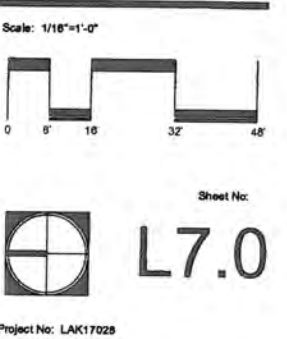
145 South Green Bay Road  
Lake Forest, IL 60045

Issued: 2016-10-6

Date:	Description:	By:
2017.4.24	PLANTING REVISION	EK

Designed: CM Approved: CM

Sheet Title:





May 14, 2017

Mr. Michael Strong  
Assistant to the City Manager  
Lake Forest, IL 60045

Dear Mr. Michael Strong,

In regards to the request from the Elawa Foundation to host its 100 year anniversary reception at MiddleFork Farms, this letter serves as an opinion and recommendation from the MiddleFork Farms Home Owners Association. The HOA appreciates being able to offer a simple perspective regarding the notice. The MiddleFork HOA believes in the community development and enrichment of Lake Forest for its residents.

We understand the notice was that the anniversary event will likely host about 300 people and have a finish time of 10:30pm. This we realize exceeds the special use permit guideline for number of attendees and the end time of the event. The HOA is open to Elawa hosting this important event. The event represents the vision and commitment to the Lake Forest quality of life that continues to be strived for. We do want to point out that this acknowledgement should not serve as a precedent for future changes to the special use permit. We also expect the current guidelines of the permit to be followed during this event, for example no street parking, shuttle service for guests, and noise adherence with respect to the surrounding neighborhood.

The MiddleFork HOA appreciates the opportunity to have a voice in this and all matters that affect the wonderful MiddleFork Farms neighborhood that the Elawa Foundation has had such influence upon.

Sincerely,

The MiddleFork HOA

THE CITY OF LAKE FOREST

ORDINANCE NO. 2017-\_\_\_\_

AN ORDINANCE AUTHORIZING  
THE ELAWA FARM CENTENNIAL CELEBRATION

**WHEREAS**, The City of Lake Forest (the “**City**”) is a home rule, special charter municipal corporation; and

**WHEREAS**, the City is the owner of a certain tract of land commonly referred to as “**Elawa Farm**”; and

**WHEREAS**, Elawa Farm is located in the City’s R-5 Zoning District, which is primarily for use as detached single-family residences; and

**WHEREAS**, because Elawa Farm represented an historically significant example of a 20<sup>th</sup> Century “Gentleman’s Farm,” the City desired to use Elawa Farm for classes, tours, programs, and special events for public use that preserved historic elements of Elawa Farm (the “**Elawa Uses**”); and

**WHEREAS**, the City sought and obtained a special use permit in 2010 for the operation of the Elawa Uses at Elawa Farm (the “**SUP Ordinance**”); and

**WHEREAS**, in 2014 the City entered into an Operating Agreement with the Elawa Foundation, an Illinois not-for-profit corporation (the “**Foundation**”), and under the Operating Agreement the Foundation manages the day-to-day operations and activities of Elawa Farm subject to the SUP Ordinance; and

**WHEREAS**, in recognition of the 100<sup>th</sup> anniversary of Elawa Farm, the Foundation desires to hold a special event at Elawa Farm as permitted by the SUP Ordinance (the “**Centennial Celebration**”); and

**WHEREAS**, the Foundation has determined that it is desirable to host up to 300 persons at Elawa Farm as part of the Centennial Celebration; and

**WHEREAS**, the SUP Ordinance limits the use of Elawa Farm to its stated capacity of 200 persons; and

**WHEREAS**, because of the unique nature of the Centennial Celebration, the City Council has determined that it is beneficial and desirable for the community to permit the Foundation to conduct the Centennial Celebration as a special event at Elawa Farm with up to 300 guests, subject to the terms and conditions hereinafter set forth; and

**WHEREAS**, in approving this Ordinance, the City Council is exercising its home rule powers and has determined that the exception to the SUP Ordinance will benefit Elawa Farm and promote the spirit of the Lake Forest community in a manner that will promote the best interests of the City and its residents;

**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 adopted by this reference as the findings of the City Council and are hereby incorporated into this Section as if fully set forth.

**SECTION TWO:**      **Exception to SUP Ordinance; Conditions.**  
Notwithstanding Section 2, Part 15 of the SUP Ordinance, the Foundation shall be permitted to conduct the Centennial Celebration on September 9, 2017 with a maximum of 300 guests, subject to the following terms and conditions:

a.      **Applicability of SUP Ordinance Conditions.** Except for the capacity limitation provided in Section 2, Part 15 of the SUP Ordinance, all conditions, terms, and provisions of the SUP Ordinance shall fully apply to the Centennial Celebration.

b.      **No Amplified Music or Sound.** The Foundation has represented that the Centennial Celebration will not include amplified music or sound, and therefore the

Centennial Celebration will not be subject to the numeric limitation on events with amplified music or sound as provided for in Section 2, Part 10 of the SUP Ordinance.

c. Applicability of City Ordinances and Regulations. The Foundation shall abide by all City ordinances, regulations, and administrative policies with respect to the Centennial Celebration, including without limitation the securing of a special event permit and special event liquor license from the City, and abiding by all the terms and conditions that the City Manager may establish in connection with such special event permit or that the Mayor may establish in connection with the liquor license.

d. Logistics Plan. On or before July 1, 2017, the Foundation shall be required to deliver to the City Manager for the Manager's review and approval a "**Logistics Plan**" for the Centennial Celebration, and the Foundation must have an approved Logistics Plan by August 9, 2017 (or such later date as the City Manager may approve in the Manager's discretion) in order to proceed with the Centennial Celebration. The Logistics Plan shall address such details and contingencies as the City Manager may determine are necessary or desirable for protecting the guests at the Centennial Celebration and the general public, including without limitation the following:

1. Site Plan. The Logistics Plan shall include a detailed site plan relating to the Centennial Celebration, identifying the location and orientation of all temporary and other facilities, including without limitation the tents, restrooms, food preparation area(s), liquor service station(s), guest parking and pick-up/drop-off areas, service vehicle standing and parking areas, emergency access areas and routes, staging areas, designated smoking area(s) (if any), areas of prohibited access (including such areas affecting the Wildlife Discovery Center and its exhibits), and circulation patterns for guests and service providers during the Centennial Celebration.
2. Schedule. The Logistics Plan shall include a detailed schedule setting forth the timing and coordination of various activities relating to the set-up, conduct, and take-down for the Centennial Celebration. The schedule shall include dates for obtaining of all permits and approvals, deliveries, set-up activities, inspections relating to all temporary facilities, take-down activities, and such other matters that the City Manager may require. The schedule shall also set forth schedules for other activities to be conducted on Elawa Farm, including activities of

the Wildlife Discovery Center, the Lake County Forest Preserve District, the Northwestern/Lake Forest Hospital 5-K run, and other matters that may be occurring at Elawa Farm during the period from commencement of set-up through completion of take-down for the Centennial Celebration.

3. Specifications for Temporary Facilities. The Logistics Plan shall provide to the City specifications for any temporary tent structures, existing and temporary electrical and lighting facilities, temporary restroom facilities (including capacity therefor), and food preparation facilities and related utility needs therefor. If any of such information is not available at the time the Foundation submits the Logistics Plan, the Logistics Plan shall set forth the date by which such information will be provided.
4. Parking and Transportation. Because Elawa Farm lacks sufficient parking for the Centennial Celebration, the Logistics Plan shall identify all plans for off-site parking and for transporting guests and service providers to Elawa Farm, as well as the schedule for such transportation services for the Centennial Celebration.
5. Security; Event Liaison. The Foundation shall provide its own on-site security for the Centennial Celebration. As part of the Logistics Plan, the Foundation shall provide the City with the name of the security services, details for providing such security (including any required traffic control), contact information for the head of the security detail, and contact information for the Foundation's Centennial Celebration event liaison.
6. Plans for Inclement Weather; Emergency Access/Evacuation Plans. The Logistics Plan shall set forth the Foundation's plans for the Centennial Celebration in the event of inclement weather or other emergency conditions, including plans for evacuating the Elawa Farm property in the event of an emergency. The Logistics Plan shall set forth plans for access for emergency vehicles and personnel in the event of an emergency event during the Centennial Celebration.
7. Coordination with and Notice to Neighborhood. Because Elawa Farm is located within a residential neighborhood, the Foundation shall set forth as part of the Logistics Plan the plan for coordinating with and notifying the neighborhood residents.

e. Compliance with Approved Logistics Plan. The Foundation shall be required to comply with the terms and conditions set forth in the approved Logistics Plan for each and every element of the Logistics Plan. To the extent that the Foundation fails to do so, each such violation shall be deemed a violation of the Zoning Code of the City and shall be punishable by a fine of not more than \$750.00 for each such violation.

f. Coordination with Wildlife Discovery Center and Lake County Forest Preserve District. Because Elawa Farm shares certain facilities with the Wildlife Discovery Center and the Lake County Forest Preserve District, the Foundation shall coordinate the events relating to the Centennial Celebration (including without limitation set-up and take-down) with the Wildlife Discovery Center and the Lake County Forest Preserve District and demonstrate to the City Manager that the events relating to the Centennial Celebration will not unreasonably interfere with or otherwise violate the obligations of the City with respect to the Wildlife Discovery Center and the Lake County Forest Preserve District.

g. Continued Effect. Except for the authorization to conduct the Centennial Celebration with a maximum of 300 guests on September 9, 2017, all provisions of the SUP Ordinance (including the capacity limitation of 200 persons as set forth in Section 2, Part 15 of the SUP Ordinance) shall remain in full force and effect.

h. Not a Precedent. The authorization of the Centennial Celebration is intended to provide a unique exception to the general requirements of the SUP Ordinance and shall not be deemed a precedent for (i) any other events that do not comply with the SUP Ordinance, or (ii) any other exceptions to the requirements of the SUP Ordinance.

**SECTION THREE: Effective Date.** This ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form in the manner provided by law.

Passed this \_\_\_\_ day of \_\_\_\_, 2017

AYES:

NAYS:

ABSENT:

ABSTAIN:

Approved this \_\_\_\_ day of \_\_\_\_, 2017

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Mayor

ATTEST:

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City Clerk

## Strong, Mike

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**From:**  
**Sent:** Thursday, June 01, 2017 12:54 PM  
**To:** Strong, Mike  
**Subject:** Elawa September 9th Party

Hi Mike,

Recently a wedding was cancelled at Elawa. That means that to date we have 11 events only that will have amplified music. The SUP allows for 12. For our September 9th party we will be using a microphone for welcoming and introductions, etc. We also have the opportunity to have a singer for a brief time--one half hour to 45 minutes--during the dinner. The singer does not have a band, but he does have music of some sort and will use a microphone.. At the May City Council meeting, I did say there would be no amplified music. That was before the cancellation. I am not asking for an additional amplified event, but just a brief time of amplification which does fit within the SUP.

I hope this is clear. I will attend the meeting Monday evening in case there are further questions.

Thank you,

Dianne FitzSimons



**Communications Vehicles used by The City of Lake Forest**  
**June 5, 2017 City Council Meeting**

- City Website (and links posted on other sites) -- Check “News” and “Events Calendar” on home page.
- FaceBook (used primarily for events, job postings, important community-wide public information) – link to FaceBook on City’s website in the lower right-hand-corner on home page. We encourage all residents to like “City of Lake Forest, Illinois Government”.
- Twitter (used by Lake Forest Police Department to relay important community-wide public information) – link to Twitter on City’s website in the lower right-hand-corner on home page. We encourage all residents to follow “Lake Forest Police” (@LakeForestPD).
- YouTube – (used to publicize videos of public meetings and community events) - link to YouTube on City’s website in the lower right-hand-corner on home page. The City’s YouTube channel is called “EnjoyLakeForest”.
- Constant Contact E-News. Click on “Subscribe” on website home page. Categories to sign up for include:
  - Athletics
  - Business news
  - Press Releases
  - Community Events
  - Construction Updates
  - CROYA
  - Deerpath Golf Course
  - Dickinson Hall
  - Farmers Market
  - Kinderhaven
  - Parks and Recreation News
  - Pesticide Notification
  - Racquetball/Squash/Wallyball
  - Sailing
  - Stirling Hall Art Center
  - Wildlife Discovery Center

This list can be amended at any time by staff.

- CodeRed Emergency Notification System. Click on “Subscribe” on website home page.
- Household/Business Mailings.
- Dialogue (four issues per year – mailed seasonally).

- Print Media.
- Online Media.
- Email.
- Phone.
- In-Person: Ward Meetings, Town Hall Meeting, Boards and Commissions Meetings, Ad Hoc Committee Meetings, Neighborhood Meetings.

## Banks, Susan

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**From:** Vana, Jennie K. <JVana@lakecountyil.gov>  
**Sent:** Wednesday, May 17, 2017 9:21 AM  
**To:** Banks, Susan  
**Subject:** Re: E-Newsletters for Lake County Board Members

Hi Susan!

We use a tool called [GovDelivery](#) to send all our emails to mass audiences. This includes news releases, board member newsletters, promotional emails highlighting our services, and more. The tool is similar to Constant Contact, but GovDelivery only works with governments. Also, unlike other tools like Constant Contact, you are not charged by the amount of emails you have in their system. We saw our costs soar over time when our newsletter lists really started to grow when we were using Constant Contact. Our departments also utilize the tool and they are covered by our one account rather than separate accounts as you would need to do for Constant Contact.

### Answers to Questions

**1. Does the staff design, write and distribute these newsletters? If so, can you give me an idea of how much staff time is involved?**

Yes, we have a part-time, 20-hour per week employee that primarily works on Board Member newsletters. We also have a full-time employee that oversees this process, and spends anywhere between 5-10 hours per week to help with content creation, ensure accuracy, and answer technical questions that Board Members may have.

**2. Does the staff maintain and manage the recipient list?**

This fluctuates between each Board Member. Some Board Members just send us email addresses to upload into the system that they have gotten from constituents at local events, talking to them, etc. Others manage their entire list themselves.

We also initiate our own strategies to generate sign ups. For example, our website features a [signup page](#) (benefit of using GovDelivery) that has helped us get hundreds of signups for our departments and board members.

**3. Do you provide any guidelines for Board members even if staff is not involved? Does the County have any guidelines for the Board's social media presence/outreach?**

Yes, we worked with our State's Attorney's Office to develop guidelines for newsletters and social media. Since their newsletters are funded by taxpayer money, and their "official" Facebook pages are promoted on our website, there are legal considerations for content they post on those platforms. I would be happy to share this with you.

**4. Do all Board members send out an e-newsletter?**

Yes, all 21!

Thanks,  
Jennie

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**From:** Banks, Susan <BanksS@cityoflakeforest.com>  
**Sent:** Tuesday, May 16, 2017 10:06:14 AM  
**To:** Vana, Jennie K.  
**Subject:** E-Newsletters for Lake County Board Members

Hi Jennie, hope you are doing well! As you probably know, Melanie Rummel was elected as a Lake Forest City Alderman. She brought up the idea of being able to send out an E-Newsletter via Constant Contact, as does Mike Rummel. At this point in the discussion about the possibility of doing this, I wonder if you would be the right person to answer a couple of questions:

1. Does the staff design, write and distribute these newsletters? If so, can you give me an idea of how much staff time is involved?
2. Does the staff maintain and manage the recipient list?
3. Do you provide any guidelines for Board members even if staff is not involved? Does the County have any guidelines for the Board's social media presence/outreach?
4. Do all Board members send out an enewsletter?

Thanks for your answers in advance, they will help frame the City's discussion.

Enjoy sunshine!  
Susan

Susan J. Banks  
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