

The City of Lake Forest
CITY COUNCIL
Proceedings of the Monday, December 18, 2017
Special City Council Meeting - City Council Chambers

CALL TO ORDER AND ROLL CALL: Honorable Mayor Lansing called the meeting to order Immediately following the Special Finance Committee Meeting, 7:25pm, and the 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; Victor Filippini, City Attorney; Catherine Czerniak, Director of Community Development; Susan Banks, Communication Manager; Michael Thomas, Director of Public Works; Pete Siebert, Fire Chief; Sally Swarthout, Director of Parks & Recreation; DeSha Kalmar, Director of Human Resources; Mike Strong, Assistant to the City Manager, along with other members of City Staff.

There were approximately 50 persons present in the Council Chamber.

CALL TO ORDER AND ROLL CALL 7:25pm

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

REPORTS OF CITY OFFICERS

COMMENTS BY MAYOR

A. 2017-2018 Board & Commission Appointments/Reappointments

AUDIT COMMITTEE

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
William Smith	Appoint	1
Vince Sparrow	Appoint as Chair	

PARKS AND RECREATION BOARD

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Nancy Duffy	Appoint	2

ELAWA FARM COMMISSION

NAME OF MEMBER	APPOINT/REAPPOINT	WARD
Alex Hodges	Appoint	EFF REP

Mayor Lansing announced the 2017-2018 Board & Commission appointments.

COUNCIL ACTION: Approve the Mayor's Appointments

Alderman Moreno made a motion to approve the Mayors appointments, seconded by Alderman Newman. Motion carried unanimously by voice vote.

COMMENTS BY CITY MANAGER

City Manager Robert Kiely wished all those in attendance and at home a Happy Holiday. Regarding a substantial contribution to Deerpath Golf Course, Mr. Kiely reported that a gift of this magnitude that is tied to specific naming rights has to be approved by the City Council. He then introduced Alderman Newman and Alderman Beidler who shared the details of the Nancy Hughes donation of \$500,000 toward the renovation of Deerpath Golf Course. The Club House will be renamed the John and Nancy Hughes Clubhouse. Both Aldermen, on behalf of the Council and community, thanked Mrs. Hughes for her generous donation and encouraged other residents to pledge funding toward an amazing heritage amenity. Mayor Lansing then asked for a motion.

A. Consideration of approval of a Naming Rights Agreement in Relation to the Deerpath Golf Club

COUNCIL ACTION: Approval of the Agreement

Alderman Newman made a motion to approve the agreement, 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. Annual Community Events Report and Online Community-Wide Calendar **- Octavius Hayes, Management Intern and Susan Banks, Communication Manager**

City Manager Robert Kiely stated that in response to that the City is hearing "that there is nothing to do in the City of Lake Forest", he asked staff to do an analysis of community events that go on in the City of Lake Forest. Mr. Kiely then introduced Octavius Hayes who gave a report on the analysis. Communications Manager Susan Banks gave a brief overview of the online calendar that will be launched beginning in 2018. The City Council had discussion on several iterations of Community Calendars.

COUNCIL ACTION: No action required, informational only

COMMENTS BY CITY CCOUNCIL MEMBERS

FINANCE COMMITTEE

1. Consideration of an Ordinance approving a Fee Schedule and Ordinance adopting new fees related to Development Activity (Second Reading and Final Approval)

Elizabeth Holleb, Finance Director, reported that there are a number of items on the agenda that were discussed at the November 13 Budget Committee Workshop and were granted first reading at the November 20 City Council meeting. Ms. Holleb reported that each year departments are asked to review fees as part of the budget preparation process and submit any proposed changes. A comprehensive fee schedule was provided in the City Council packet. The Ordinance approving a fee schedule, which identifies the proposed fee increases highlighted in yellow and the proposed new fees highlighted in orange. Fees highlighted in green are not reflective of changes in existing fees; rather, they are clarifications due to a review of City Code and current practices.

Ms. Holleb noted that revenue for the new and increased fees is estimated to be \$5,260 in the General Fund, \$290,000 in the General Fund (transferred to public safety pension funds), \$14,110 in the Parks and Recreation Fund, \$165,233 in the Water Utility Fund and \$24,564 in the Golf Course Fund.

Mayor Lansing asked if there were any questions from the Council. Seeing none, he 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 proposed ordinances.

Alderman Newman made a motion to grant final approval of the proposed ordinances, 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.

2. Consideration of an Ordinance Establishing the 2017 Tax Levy (Second Reading and Final Approval)

Elizabeth Holleb, Finance Director, reported that similarly, this item was discussed at the November 13 Budget Committee Workshop and was granted first reading at the November 20 City Council meeting. Ms. Holleb reported there is a 5.2% projected increase in the valuation for the City as a whole and that valuations continue to improve. The primary change to the tax levy is related to Police and Fire pension levies, the City has changed some of its actuarial estimates. The result of these changes was an immediate increase in funding requirements in order to reduce the future annual increases the City has experienced over the past several years.

Ms. Holleb reviewed the spreadsheets for the proposed tax levy for 2017 that were included in the packet. They included: 1) the tax levy limitations under the tax cap; 2) the tax levy distributed by fund without new growth and allowances distributed; 3) the tax levy by fund with new growth and allowances distributed; and 4) an explanation of the tax increase to an average homeowner.

Ms. Holleb reported that the City and Library levies combine to represent approximately 22-23% of the total property tax bill in Lake Forest. The City has a significant reliance on property tax revenues, which represents more than 50% of the General Fund revenue. At the request of City Council, Staff is seeking data from overlapping taxing districts on their projected levy increases, Ms. Holleb provided a brief overview.

The City Council had discussion on the average increase to existing residents: The increase to a \$800,000 home is projected to be \$123 or 3.76%. Ms. Holleb reported that there are no planned recommendations to change actuarial pension estimates. The Mayor created a pension review committee, which is reviewing moving to an open amortization schedule, with an expected recommendation to the City Council in 2018 for the 4-30-18 actuarial evaluation.

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 an Ordinance Establishing the 2017 Tax Levy (page 60).

Alderman Morris made a motion to grant final approval of the ordinance establishing the 2017 tax levy, 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.

3. Approval of Ordinances Abating 2017 Tax Levies for Various G.O. Alternate Revenue Bond Issues (Second Reading and Final Approval)

Elizabeth Holleb, Finance Director, reported that the City issues all of its debt as general obligation debt, which means it pledges its full faith and credit of the taxing authority of the City to pay the debt service. In actuality, the City uses alternative revenues to pay some of the debt service on the bonds, and that requires abatement ordinances to reduce the debt service property tax levy for those bonds that have debt service amounts that have payments made from alternative revenues sources. Ms. Holleb reviewed a slide that included a summary of all the outstanding bond issues with the five abating Ordinances.

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 Ordinances abating tax levies for various general obligation bond issues.

Alderman Moreno made a motion to grant final approval of the Ordinances abating tax levies for various general obligation bond issues, 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.

PUBLIC WORKS

1. Consideration of a Resolution Approving a Lake Forest Preservation Foundation Demonstration Project Agreement

Alderman Randy Tack, Chairman Public Works Committee, reported that the Public Works Committee is seeking approval of a Resolution approving an Agreement between the City of Lake Forest and Lake Forest Preservation Foundation to enhance certain interior elements of the train station in the central business district. The purpose of the agreement is to complete work on the East Side Train Station. While the City has received more than 2.8 million in grant funding there is still a budget gap. To assist in funding the budget gap, the Lake Forest Preservation Foundation has raised approximately \$100,000 to support these improvements. Chairman Tack then introduced Mike Strong, Assistant to the City Manager, who gave an overview of the renovation history to date.

Mr. Strong stated that to formalize the arrangement with the Foundation, an Agreement has been prepared that is similar to the public-private cost-sharing arrangements used for the restoration of Market Square in 2000, Elawa Farm in 2002 and 2007, and Forest Park in 2012. As proposed, the City will be responsible for its portion of the Pending Project and the Foundation will manage and fund the Demonstration Project elements. In all cases, and since the improvements will become public assets, City staff will review and approve all applicable plans and specifications prior to the commencement of any work.

The City Council had expressed its gratitude to the Lake Forest Preservation Foundation. Mayor Lansing asked if there was anyone from the public who would like to comment. Seeing none, he asked for a motion.

COUNCIL ACTION: If determined to be appropriate by the City Council, approve the Resolution authorizing the City Manager and City Clerk to execute the Lake Forest Preservation Foundation Demonstration Project Agreement.

Alderman Reisenberg made a motion to approve the Resolution authorizing the City Manager and City Clerk to execute the Lake Forest Preservation Foundation Demonstration Project Agreement, 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.

OPPORTUNITY FOR CITIZENS TO ADDRESS THE CITY COUNCIL ON NON-AGENDA ITEMS

ITEMS FOR OMNIBUS VOTE CONSIDERATION

- 1. Approval of the December 4, 2017 City Council Meeting Minutes**
- 2. Check Register For Period October 28 - December 1, 2017**
- 3. Approval of a Software License and Services Agreement with Bellefeuil, Szur and Associates, Inc. (BS&A) for an Enterprise Resource Planning (ERP) System**
- 4. Consideration of Ordinances Approving Recommendations from the Building Review Board. (First Reading and if Desired by the City Council, Final Approval)**
- 5. Consideration of an Ordinance Approving a Recommendation from the Zoning Board of Appeals. (First Reading, and if Desired by the City Council, Final Approval)**
- 6. Consideration to Authorize the Finance and Public Works Committee Chairmen to Approve Expenditures \$20,000 or Higher for the PSB Renovation Project and Approval of the Construction Management Services Agreement**

COUNCIL ACTION: Approval of the six (6) Omnibus items as presented

Mayor Lansing asked members of the Council if they would like to remove any item or take it separately. Alderman Beidler noted a modification to the City Council minutes. Mayor Lansing once again asked the City Council if they would like to remove any item or take it separately. Seeing none, Mayor Lansing asked for a motion to approve the six Omnibus items as presented with Alderman Beidler suggested modification.

Alderman Rummel made a motion to approve the six omnibus items as presented with modification to the City Council minutes, 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.

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.

ORDINANCES

- 1. Consideration of an Ordinance Amending Chapter 95.177, Chapter 112.006, and Chapter 135.135 to add electronic smoking devices to local ordinances governing tobacco products**

Karl Walldorf, Chief of Police, reported that the amendments to all three local ordinances governing smoking would add electronic smoking devices to the definitions of tobacco products and smoking in each and prohibit minors from possessing electronic smoking devices in the same manner they are currently prohibited from possessing cigarettes and other tobacco products.

The City Council had discussion on vaping devices, the opportunities to smoke various substances in them, cannabis and its impact on society, what THC is and spot testing and current code.

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

COUNCIL ACTION: If determined to be appropriate by the City Council, waive first reading and grant final approval of an ordinance amending Chapter 95, Chapter 112, and Chapter 135 to add electronic smoking devices to these ordinances.

Alderman Rummel made a motion to waive first reading and grant final approval of an ordinance amending Chapter 95, Chapter 112, and Chapter 135 to add electronic smoking devices to these ordinances, seconded by Alderman Buschmann. 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.

NEW BUSINESS

ADDITIONAL ITEMS FOR COUNCIL DISCUSSION
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At the beginning of the Finance Committee meeting, Mayor Lansing noted that he would ask for a motion to amend the City Council agenda to include executive session for 5 ILCS 120/2 (c), (1), The City Council will be discussing personnel.

Alderman Beidler made a motion to adjourn, seconded by Alderman Morris. Motion carried unanimously by voice vote

EXECUTIVE SESSION

Mayor Lansing asked for a motion to adjourn into executive session.

- 1. EXECUTIVE SESSION pursuant to 5 ILCS 120/2 (c), (1), The City Council will be discussing personnel.**

Alderman Beidler made a motion to adjourn into EXECUTIVE SESSION pursuant to 5ILCS 120/2 (c), (1), The City Council will be discussing personnel, 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.

Adjournment into Executive Session at 8:20pm, at 12:05 a.m. on 12/19/17, the City Council recessed from the Executive Session and City Council meeting and re-convened the meeting and executive session at 6:30 p.m. on 12/19/17. The executive session thereafter concluded at 8:47 p.m., after which the City Council immediately re-convened to open session and adjourned the meeting.

RECONVENE INTO REGULAR SESSION at 8:47 pm

ADJOURNMENT

*Proceedings of the Monday, December 18, 2017
Special City Council Meeting-*

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

Respectfully Submitted
Margaret Boyer, City Clerk

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